

**December 16, 2015**

# Fee, Bond, and Insurance Schedule

City of Battle Creek

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**ASSESSOR**  
**Business Unit 2270**

The Assessing Department is required by State law to assess properties at 50% of their market value. The Assessor conducts physical inspections of residential properties, updates old records to calculate new assessed values, updates commercial and industrial appraisal records, and conducts a Personal Property Audit Program.

| <b>Description</b>                      | <b>Current Charges</b>         | <b>Account Credited</b> | <b>Additional Requirements/Insurance</b> |
|---|--------------------------------|-------------------------|--|
| Copies                                  | \$ <b>1.00 first page</b>      | 101.02.2270.671.040     | No charge for property owner             |
| a. Deeds                                | \$ <b>.50 each additional</b>  |                         |  |
| b. Affidavits                           | <b>page</b>                    |                         |  |
| c. Certificates                         |                                |                         |  |
| d. Applications                         |                                |                         |  |
| e. Building file records                |                                |                         |  |
| f. Tax bill copies                      |                                |                         |  |
| g. Tax receipts                         |                                |                         |  |
| h. Legal descriptions                   |                                |                         |  |
| Faxes/Mail Requests                     | \$ <b>3.00 first two pages</b> | 101.02.2270.671.040     | No charge for property owner             |
| a. Additional pages                     | \$ <b>1.00 each</b>            |                         |  |
| Maps                                    |                                |                         |  |
| a. Custom Maps (do not currently exist) | \$ <b>50.00/hr</b>             | 101.02.2270.671.040     | Estimate provided, minimum 1 hr          |
| b. Printed Maps (previously compiled)   | \$ <b>15.00 each</b>           |                         |  |
| c. BC GIS Map                           | \$ <b>3.00 each</b>            |                         |  |
| All Property Record Cards               | \$ <b>1.00</b>                 | 101.02.2270.671.040     | No charge for property owner             |
| a. Additional pages over 2              | \$ <b>.50</b>                  |                         |  |
| b. Extra buildings                      | \$ <b>.50</b>                  |                         |  |
| c. Sketch                               | \$ <b>.50</b>                  |                         |  |
| d. Photo image                          | \$ <b>.50</b>                  |                         |  |

**ASSESSOR**  
**Business Unit 2270 (continued)**

| <b>Description</b>  | <b>Current Charges</b>                   | <b>Account Credited</b> | <b>Additional Requirements/Insurance</b> |
|---|--|-------------------------|--|
| Internet Users<br>(Property Record Data)  | <b>Free</b>                              |                         |  |
| Special Reports   | <b>\$ .20 (printing)</b>                 | 101.02.2270.671.040     | Note: May be subject to FOIA.            |
| Including:  | <b>\$ 6.92 (Clerical)</b>                |                         |  |
| a. Assessment rolls   | <b>\$ 8.40 (Appraiser)</b>               |                         |  |
| b. Sale books   | <b>Minimum charge ¼ hour of preparer</b> |                         |  |
| c. Property lists   |  |                         |  |
| d. Value & tax lists  |  |                         |  |
| Electronic Reports  |  |                         |  |
| Electronic version of database, partial<br>or complete  | <b>\$1,000.00</b>                        | 101.12.2270.671.040     |  |
| All Land Splits and/or Combinations:  |  |                         |  |
| Application for land split, with all parcels fronting on a public road                            |  |                         |  |
| First two tax parcels   | <b>\$100.00</b>                          |                         |  |
| Each additional tax parcel  | <b>\$ 25.00</b>                          |                         |  |
| Application for land split, where one or more tax parcels <b>would not</b> front on a public road |  |                         |  |
| First two parcels   | <b>\$150.00</b>                          |                         |  |
| Each additional tax parcel  | <b>\$ 50.00</b>                          |                         |  |
| Application for combinations  |  |                         |  |
| Combination of two tax parcels  | <b>\$ 100.00</b>                         |                         |  |
| Each additional tax parcel  | <b>\$ 10.00</b>                          |                         |  |
| No additional charge for combining tax parcels with no public road frontage                       |  |                         |  |

Note: No charge to other government units for record requests less than \$25.00. Reserve the right to charge government units for requests of \$25.00 or more. No charge to government units for land division splits.

**BATTLE CREEK TRANSIT**  
**Business Unit 1588**

**The Transit System provides public transportation throughout the Battle Creek area. Regular route buses operate from 5:15 a.m. to 11:45 p.m., Monday through Friday, and 9:15 a.m. to 5:15 p.m., on Saturday. Tele-Transit service is available from 5:15 a.m. to 11:45 p.m., Monday through Friday, and 9:15 a.m. to 5:15 p.m., on Saturday.**

| <b>Description</b>                                 | <b>Current Charges</b>                | <b>Account Credited</b> | <b>Additional Requirements/Insurance</b>                       |
|--|---------------------------------------|-------------------------|--|
| Bus Fares  |                                       | 588.21.1588.622.010     |  |
| a. Adults and children<br>taller than the fare box | <b>\$ 1.25</b>                        |                         |  |
| b. Seniors and handicapped                         | <b>\$ .60</b>                         |                         |  |
| c. Children shorter than<br>the fare box           | <b>Free</b>                           |                         |  |
| Passes   |                                       | 588.21.1588.622.030     |  |
| a. 12 Ride Punch                                   | <b>\$ 11.00</b>                       |                         |  |
|  | <b>\$ 6.00 (seniors/handicapped)</b>  |                         |  |
| b. 48 Ride Punch                                   | <b>\$ 40.00</b>                       |                         |  |
|  | <b>\$ 24.00 (seniors/handicapped)</b> |                         |  |
| c. Student   | <b>\$ 32.00</b>                       |                         |  |
| d. 10 Rides - Tele-transit                         | <b>\$ 50.00</b>                       |                         |  |
|  | <b>\$ 20.00 (seniors/handicapped)</b> |                         |  |
| e. 20 Rides - Tele-transit                         | <b>\$100.00</b>                       |                         |  |
|  | <b>\$ 40.00 (seniors/handicapped)</b> |                         |  |
| Tele-Transit                                       |                                       | 588.21.1588.622.010     |  |
| a. Senior and handicapped                          | <b>\$ 2.00</b>                        |                         |  |
| b. General public                                  | <b>\$ 5.00</b>                        |                         | Weekdays after 6:45 P.M.                                       |
| c. General public                                  | <b>\$ 7.00</b>                        |                         | Weekdays before 6:45 P.M.                                      |
| Reduced Fare Program -                             | <b>\$ 2.00</b>                        | 588.21.1588.622.010     | Identification card for seniors and<br>handicapped individuals |

**CITY CLERK**  
**Business Unit 2110**

The City Clerk is responsible for providing specialized clerical and administrative services to the Mayor and the City Commission; provides for the issuance of licenses as outlined in City Ordinance; acts as the Freedom of Information coordinator; manages City cemeteries; maintains all public records of the City; provides the coordination, direction, and conduct of all the elections within the City; acts as ex-officio member of the Civil Service Commission; maintains firefighter personnel files, and conducts testing activities and preparation of Eligibility Lists for positions within the Fire Department as directed by the Civil Service Commission.

| <u>Description</u>     | <u>Current Charges</u> | <u>Account Credited</u> | <u>Additional Requirements/Insurance</u>      |
|------------------------|------------------------|-------------------------|---|
| Ambulance              | \$ 25.00               | 101.12.2110.451.060     |   |
| Amusement Device       | \$ 25.00/device        | 101.12.2110.451.080     |   |
| Auctioneers            |                        | 101.12.2110.451.030     | License and Permit Bond - \$2,000             |
| a. One day license     | \$ 15.00               |                         |   |
| b. One year license    | \$ 50.00               |                         |   |
| Bowling Alleys         |                        | 101.12.2110.451.100     |   |
| a. Annual fee          | \$ 25.00               |                         |   |
| b. Per alley           | \$ 15.00               |                         |   |
| Burning Permits        |                        | 101.12.2110.451.090     |   |
| a. Bonfire             | \$ 25.00               |                         |   |
| c. Residential         | \$ 25.00               |                         |   |
| Carnivals and Shows    |                        | 101.12.2110.451.100     | \$500,000 CSL Comprehensive General Liability |
| a. First day           | \$ 50.00               |                         |   |
| b. Each additional day | \$ 25.00               |                         |   |

**CITY CLERK**  
**Business Unit 2110 (continued)**

| <b>Description</b>                     | <b>Current Charges</b> | <b>Account Credited</b> | <b>Additional Requirements/Insurance</b>         |
|--|------------------------|-------------------------|--|
| Cemeteries                             |                        |                         |  |
| a. Grave openings and closings         |                        | 101.12.2110.451.110     |  |
|  | April 1 – November 30  | December 1 – March 31   |  |
| 1. Adult                               | <b>\$325.00</b>        | <b>\$425.00</b>         | <b>Additional \$25.00 for Saturday</b>           |
| 2. Children's Burial Vault 70" or less | <b>\$250.00</b>        | <b>\$350.00</b>         | <b>Additional \$25.00 for Saturday</b>           |
| 3. Cremated remains and Infant Burials | <b>\$125.00</b>        | <b>\$225.00</b>         | <b>Additional \$25.00 for Saturday</b>           |
| 4. Overtime                            | <b>\$ 75.00</b>        | <b>\$ 75.00</b>         | <b>Sunday and Holidays</b>                       |
| b. Burial Lots                         |                        | 101.12.2110.451.120     |  |
| 1. Per section                         | <b>\$275.00</b>        |                         |  |
| 2. Transfer title of lot               | <b>\$ 25.00</b>        |                         |  |
| Circuses                               | <b>\$150.00/day</b>    | 101.12.2110.451.100     | \$500,000 CSL Comprehensive<br>General Liability |
| City Charter                           | <b>\$ 15.00</b>        | 101.12.2110.671.040     |  |
| Civil Service Entry Level Testing      | <b>\$20.00</b>         | 101.12.2130.671.040     |  |
| Codified Ordinance Book                | <b>\$160.00</b>        | 101.12.2110.671.040     |  |
| a. Replacement pages                   | <b>\$ 30.00</b>        |                         |  |
| Commercial Redevelopment               |                        | 101.12.2110.451.020     |  |
| a. Exemption certificate application   | <b>\$150.00</b>        |                         |  |
| b. Request for district                | <b>\$200.00</b>        |                         |  |
| Copying Charge                         | <b>\$ .10/page</b>     | 101.12.2110.671.040     |  |
| Drop Boxes                             | <b>\$ 25.00/box</b>    | 101.12.2110.451.100     |  |

**CITY CLERK**  
**Business Unit 2110 (continued)**

| <b>Description</b>               | <b>Current Charges</b> | <b>Account Credited</b> | <b>Additional Requirements/Insurance</b>                      |                    |
|----------------------------------|------------------------|-------------------------|---|--------------------|
| Elections                        |                        | 101.12.2110.671.040     |   |                    |
| a. Registration Lists            | \$ 0.10/page           |                         |   |                    |
| b. Turnout Reports               | \$ 0.10/page           |                         |   |                    |
| c. Voter Disk or CD              | \$ 20.00               |                         |   |                    |
| d. Labels                        | \$ 0.21/label          |                         |   |                    |
| e. Labor                         | \$ FOIA rates          |                         | Lowest paid Clerical Staff capable of fulfilling the request. |                    |
| Facility Use                     | Monday – Friday        | Saturday – Sunday       |   |                    |
| a. Administrative Fee            | \$25.00                | \$100.00                |   |                    |
| b. Hourly Facility Use Fee:      |                        |                         |   |                    |
|                                  | <b>Monday – Friday</b> | <b>Saturday</b>         | <b>Sunday</b>   |                    |
|                                  | 8:00 am – 5:00 pm      | 5:00 pm – 9:00 pm       | 8:00 pm – 9:00 pm   | 12:00 pm – 6:00 pm |
| City Hall                        |                        |                         |   |                    |
| Room 112, Conference Room        | No Fee                 | \$24.95/hour            | \$24.95/hour  | \$24.95/hour       |
| Room 301, Commission Chambers    | No Fee                 | \$24.95/hour            | \$24.95/hour  | \$24.95/hour       |
| Room 302A, Conference Room       | No Fee                 | \$24.95/hour            | \$24.95/hour  | \$24.95/hour       |
| Room 302B, Conference Room       | No Fee                 | \$24.95/hour            | \$24.95/hour  | \$24.95/hour       |
| Department of Public Works       |                        |                         |   |                    |
| Room 204, Conference Room        | Not Available          | \$27.60/hour            | \$27.60/hour  | \$27.60/hour       |
| Room 214, Multi-Purpose Room     | Not Available          | \$27.60/hour            | \$27.60/hour  | \$27.60/hour       |
| W.K. Kellogg Airport             |                        |                         |   |                    |
| Room 130, Conference Room        | No Fee                 | \$48.13/hour            | \$48.13/hour  | \$48.13/hour       |
| Multi-Purpose Room               | No Fee                 | \$48.13/hour            | \$48.13/hour  | \$48.13/hour       |
| Fee, Bond and Insurance Schedule |                        | 101.12.2110.671.040     |   |                    |
| a. Full Booklet                  | \$ 20.00               |                         | May waive fee for students                                    |                    |



**CITY CLERK**  
**Business Unit 2110 (continued)**

| <b>Descriptions</b>                  | <b>Current Charges</b>          | <b>Account Credited</b> | <b>Additional Requirements/Insurance</b>  |
|--------------------------------------|---------------------------------|-------------------------|---|
| Freedom of Information               |                                 | 101.12.2110.671.040     |   |
| a. Clerk Labor                       | <b>Employee Wage + benefits</b> |                         | Lowest paid Clerical Staff capable of fulfilling the request, hourly calculation based upon MI FOIA law     |
| b. Copy rate                         | <b>\$ 0.10/page</b>             |                         | Estimated paper costs as established by State   |
| c. Postage                           | <b>Actual Cost</b>              |                         |   |
| d. Recordings                        | <b>\$ 5.00 per disc</b>         |                         | Redaction rate if required will be at the Police Lab Specialist labor rate                                  |
| Going Out of Business                | <b>\$ 50.00/30 days</b>         | 101.12.2110.451.100     | Only two extensions allowed   |
| a. Extensions                        | <b>\$ 50.00 each</b>            |                         |   |
| House Trailers                       | <b>\$ 15.00</b>                 | 101.12.2110.451.100     | Maximum allowed - six weeks   |
| Industrial Facilities                |                                 | 101.12.2110.451.020     |   |
| a. Exemption certificate application | <b>\$150.00</b>                 |                         | Fees established by State   |
| b. Request for abatement district    | <b>\$200.00</b>                 |                         | Fees established by State   |
| Limousines                           |                                 | 101.12.2110.451.050     |   |
| a. Annual fee                        | <b>\$ 35.00</b>                 |                         | \$100,000 per person - Bodily Injury  |
| b. Inspection fee                    | <b>\$ 20.00/vehicle</b>         |                         | \$300,00 per accident - Bodily Injury   |
| c. Replacement tag                   | <b>\$ 15.00/vehicle</b>         |                         | \$100,000 per accident - Property Damage or \$300,000 Property Damage/Bodily Injury (Combined Single Limit) |
| Marriage License                     | <b>\$ 25.00</b>                 |                         |   |
| Mechanical Amusement Rides           | <b>\$ 15.00/ride/day</b>        | 101.12.2110.451.100     | \$500,000 CSL Comprehensive General Liability   |
| Neighborhood Enterprise Zone         |                                 | 101.12.2110.671.040     |   |
| a. Application                       | <b>\$ 25.00</b>                 |                         |   |
| b. Transfer                          | <b>\$ 20.00</b>                 |                         |   |
| Notary Services                      | <b>\$ 5.00</b>                  | 101.12.2110.671.040     |   |

**CITY CLERK**  
**Business Unit 2110 (continued)**

| <b><u>Descriptions</u></b>              | <b><u>Current Charges</u></b> | <b><u>Account Credited</u></b> | <b><u>Additional Requirements/Insurance</u></b> |
|---|-------------------------------|--------------------------------|---|
| Obsolete Property                       |                               |                                |   |
| a. Exemption certificate application    | <b>\$150.00</b>               | 101.12.2110.451.020            |   |
| b. Request for abatement district       | <b>\$200.00</b>               |                                |   |
| Open Meetings Act Annual Notice Request | <b>\$ 1.00/meeting</b>        |                                |   |
| Pawnbrokers                             |                               | 101.12.2110.451.100            |   |
| a. Annual fee                           | <b>\$200.00</b>               |                                | \$3,000 Bond with at least two sureties         |
| b. Each Additional employee fee         | <b>\$ 10.00</b>               |                                | Mayor issues                                    |
| Pool and Billiard Halls                 |                               | 101.12.2110.451.100            |   |
| a. Annual fee                           | <b>\$ 25.00</b>               |                                |   |
| b. Each table                           | <b>\$ 15.00</b>               |                                |   |
| Precinct Inspector Compensation         |                               | 101.12.2120.703.020            |   |
| a. Precinct Chairperson                 | <b>\$ 11.00/hour</b>          |                                |   |
| b. Electronic Poll Book Operator        | <b>\$ 10.00/hour</b>          |                                |   |
| c. Precinct Inspector                   | <b>\$ 9.00/hour</b>           |                                |   |
| d. Election Training                    | <b>\$ 10.00/session</b>       |                                |   |
| Precinct Maps                           |                               | 101.12.2110.671.040            |   |
| a. Combined Wards                       | <b>\$ 15.00</b>               |                                |   |
| b. Individual Ward                      | <b>\$ 5.00</b>                |                                |   |
| Refuse Haulers                          |                               | 101.12.2110.451.100            |   |
| a. Annual fee                           | <b>\$100.00</b>               |                                | \$500,000 CSL Comprehensive                     |
| b. Inspection fee                       | <b>\$ 20.00/vehicle</b>       |                                | General Liability                               |
| c. Replacement tag                      | <b>\$ 15.00/vehicle</b>       |                                | \$500,000 Automobile Liability                  |
| Secondhand Goods/Junk Dealers           |                               |                                |   |
| a. Annual Fee                           | <b>\$200.00/year</b>          | 101.12.2110.451.100            | Mayor issues                                    |

b. Each Additional Employee                      **\$ 10.00**

**CITY CLERK**  
**Business Unit 2110 (continued)**

| <b>Descriptions</b>         | <b>Current Charges</b>   | <b>Account Credited</b>    | <b>Additional Requirements/Insurance</b>                                |
|-----------------------------|--------------------------|----------------------------|---|
| Shooting Galleries          | <b>\$ 25.00/year</b>     | 101.12.2110.451.100        |   |
| Special Events              |                          |                            |   |
| a. Picnic tables            | <b>\$ 25.00 each</b>     | <b>101.22.4560.671.040</b> | <b>Tables are only available for City sponsored or community events</b> |
| b. Parking spaces           | <b>\$ 0.50/space/day</b> |                            |   |
| c. Clean-up by City         | <b>\$ 50.00/hr</b>       | 101.22.4560.671.040        |   |
| d. Pole Banners             | <b>\$ 25.00 each</b>     | 248.60.1227.671.040        | Banners supplied by applicant   |
| e. Street Banners           | <b>\$100.00 each</b>     | 248.60.1227.671.040        | Banners supplied by applicant   |
| e. Reviewing stand          | <b>\$100.00</b>          | 202.22.1203.671.040        | Includes Delivery   |
| f. Risers                   | <b>\$250.00</b>          | 202.22.1203.671.040        | Includes Set up   |
| g. Barricades               | <b>n/c</b>               |                            | <b>Picked up and returned by applicant</b>                              |
| Delivered/picked up by DPW  | <b>\$100.00</b>          | 202.22.1202.671.040        |   |
| h. Electricity Usage        | <b>\$ 25.00</b>          | 101.22.4560.671.060        |   |
| Special Use Permit Petition | <b>\$600.00</b>          | 101.12.2110.451.130        |   |
| Taxi Cab Company            |                          | 101.12.2110.451.050        | \$100,000 per person  |
| a. Annual fee               | <b>\$ 35.00</b>          |                            | \$300,000 per accident- Bodily Injury                                   |
| b. Inspection fee           | <b>\$ 20.00/vehicle</b>  |                            | \$100,000 per accident -Property Damage OR                              |
| c. Replacement license fee  | <b>\$ 15.00/vehicle</b>  |                            | \$300,000-Bodily Injury & Property Damage (Combined Single Limit)       |
| Taxi Cab Drivers            |                          | 101.12.2110.451.040        | Approval by Police Dept.  |
| a. Annual fee               | <b>\$ 25.00</b>          |                            | Fee includes background check (IChat)                                   |
| a. Replacement license      | <b>\$ 5.00</b>           |                            |   |
| Theaters                    |                          | 101.12.2110.451.100        |   |
| a. Up to 500 seats          | <b>\$ 25.00</b>          |                            |   |
| b. 501 - 1,000 seats        | <b>\$ 40.00</b>          |                            |   |
| c. 1,001 and more seats     | <b>\$ 50.00</b>          |                            |   |

**CITY CLERK**  
**Business Unit 2110 (continued)**

| <b><u>Descriptions</u></b>                            | <b><u>Current Charges</u></b>      | <b><u>Account Credited</u></b> | <b><u>Additional Requirements/Insurance</u></b>   |
|---|------------------------------------|--------------------------------|---|
| Tree Trimmers   | <b>\$ 25.00/year</b>               | 101.12.2110.451.100            | \$1,000,000 CSL Comprehensive<br>General Liability<br>\$500,000 Automobile Liability                      |
| Trolley   | <b>\$150.00</b>                    | 641.27.1641.671.060            | Available for City sponsored or non-<br>Profit events<br>\$500,000-CSL Bodily Injury & Property<br>Damage |
| Used Motor Vehicle Sales Lot                          |                                    | 101.12.2110.451.010            |   |
| a. New  | <b>\$100.00/year</b>               |                                |   |
| b. Renewal (rec'd prior to 9/15)                      | <b>\$ 50.00/year</b>               |                                |   |
| Vendors   |                                    | 101.12.2110.451.070            |   |
| a. Application and 1 <sup>st</sup> Month Fee          | <b>\$ 50.00</b>                    |                                | \$1,000 License and Permit Bond   |
| b. Each succeeding month                              | <b>\$ 20.00/month</b>              |                                | \$300,000 per accident – Bodily Injury  |
| c. Each succeeding month<br>with Downtown Designation | <b>\$ 30.00/month</b>              |                                | \$100,000 per accident – Property Damage<br>OR \$300,000 – Bodily Injury & Property                       |
| d. Each Additional Employee                           | <b>\$ 10.00 per added employee</b> |                                | Damage (Combined Single Limit)  |
| Zoning Reclassification Petition                      | <b>\$600.00</b>                    | 101.12.2110.451.100            |   |

**CODE COMPLIANCE**  
**Business Unit 8040**

| <b>Description</b>            | <b>Current Charges</b> | <b>Account Credited</b> | <b>Additional Requirements/Charges</b> |
|-------------------------------|------------------------|-------------------------|--|
| Administrative Search Warrant | <b>\$250.00</b>        | 101.12.8041.453.120     |  |
| Dangerous Building Appeal     |                        | 249.12.3870.671.040     | No fee for first appeal                |
| a. First Appeal               | <b>No Fee</b>          |                         |  |
| b. Second Appeal              | <b>\$ 50.00</b>        |                         |  |
| Demolition                    |                        | 101.12.3880.635.020     |  |
| a. Administration fee         | <b>\$125.00</b>        |                         |  |
| b. Investigation fee          | <b>\$ 50.00</b>        |                         |  |
| Housing Board of Appeals      |                        | 249.12.3870.671.040     | No fee for first appeal                |
| a. First Appeal               | <b>No Fee</b>          |                         |  |
| b. Second Appeal              | <b>\$ 40.00</b>        |                         |  |
| Inspection Lockout            | <b>\$ 40.00</b>        | 217.12.6204.453.120     |  |
| Property cleanup              |                        | 101.12.3880.671.110     |  |
| a. Administration fee         | <b>\$125.00</b>        |                         |  |
| b. Investigation fee          | <b>\$ 50.00</b>        |                         |  |
| Re-inspection                 | <b>\$ 40.00</b>        | 217.12.6204.453.120     |  |
| Rental Inspection / Unit      | <b>\$ 10.00</b>        | 217.12.6204.453.120     | No fee for first inspection            |
| Rental Registration           |                        |                         |  |
| a. Voluntary                  | <b>\$ 40.00</b>        | 217.12.6204.453.120     |  |
| b. Solicited by City          | <b>\$500.00</b>        | 217.12.6204.453.120     |  |
| Rental Registration Renewal   |                        | 101.12.8041.453.120     |  |
| a. Voluntary                  | <b>\$ 40.00</b>        |                         |  |
| b. Late                       | <b>\$ 50.00</b>        |                         |  |

**CODE COMPLIANCE**  
**Business Unit 8040**

| <u>Description</u>   | <u>Current Charges</u>                    | <u>Account Credited</u> | <u>Additional Requirements/Charges</u> |
|--|---|-------------------------|--|
| Securing building  |   | 101.12.3880.635.020     |  |
| a. Administration fee  | <b>\$125.00</b>                           |                         |  |
| b. Investigation fee   | <b>\$ 45.00</b>                           |                         |  |
| c. Cost to secure fee  | <b>\$ 30.00/opening minimum</b>           |                         |  |
| Vacant & Abandoned Structures**  |   | 217.12.6204.455.030     |  |
| a. Registration fee  | <b>\$ 25.00</b>                           |                         |  |
| b. Monitoring fee  | <b>\$ 40.00/month</b>                     |                         |  |
| c. Administrative Search Warrant   | <b>\$250.00</b>                           |                         |  |
| <p>**Exemptions: To comply with the Vacant &amp; Abandoned Structure Ordinance, non-profit agencies such as Neighborhoods, Inc., Habitat for Humanity and the Adventist Village and for all properties owned by governmental entities, such as Calhoun County, will be required to register their properties, but the registration and monitoring fees are waived by the City of Battle Creek.</p> |   |                         |  |
| Weed Control   | <b>\$ 75.00 min/\$50.00 each add'l hr</b> | 101.12.5300.671.030     | Includes 1st hour of mowing            |
| a. Administration fee  | <b>\$ 25.00</b>                           |                         |  |

**FINANCE DEPARTMENT**  
**Business Unit 2290**

**The Finance Department coordinates the preparation of the Annual Budget and the Comprehensive Annual Financial Report; administers City bond issues; monitors cash balances and invests funds; assists with water, sewer, and garbage rate studies; and monitors the financial condition of all City funds. In addition, the Finance Department is responsible for maintaining the financial accounting system for all city departments; processes payroll and payables, and creates invoices.**

| <u>Description</u>                      | <u>Current Charges</u> | <u>Account Credited</u> | <u>Additional Requirements/Insurance</u> |
|---|------------------------|-------------------------|--|
| Annual Financial Report                 |                        |                         |  |
| a. Full booklet                         | \$ 34.00               | 101.06.2290.671.040     |  |
| b. Per page                             | \$ 0.10                |                         |  |
| Attachment to City employee             |                        |                         |  |
| Wages - garnishment                     | \$ 6.00                | 101.06.2290.671.040     |  |
| Budget                                  |                        |                         |  |
| a. Pamphlet                             | \$ 0.20                | 101.06.2290.671.040     |  |
| b. Per page                             | \$ 0.10                |                         |  |
| Capital Improvement Plan                |                        | 101.06.2290.671.040     |  |
| a. Full booklet                         | \$ 28.00               |                         |  |
| b. Per page                             | \$ 0.10                |                         |  |
| Foreign Exchange Payment                |                        |                         |  |
| Charge for Invoice Payments in Currency |                        |                         |  |
| Other than U.S. Dollars                 |                        | 101.06.2290.625.010     |  |
| a. Conversion Fee                       | \$ 6.00                |                         |  |
| b. Flat Rate Charge                     | \$ 4.00                |                         |  |
| c. International Wire                   | \$ 25.00               |                         |  |

**FIRE DEPARTMENT**  
**Business Unit 3380**

The Fire Department is responsible for dispatching police and fire response, rescue, primary medical response, hazardous material abatement, fire cause and safety inspections, and fire prevention programs throughout the community. Included in these duties are programs for industrial in-plant protection, liquor establishments, hospital, school and commercial property fire safety inspections. Other responsibilities include the issuance of burn and fireworks permits, inspection of fireworks, and the overseeing of underground tank removal and installation. Public service responses include vehicle lockouts, lift assists, and smoke detector installations.

| <u>Description</u>       | <u>Current Charges</u> | <u>Account Credited</u> | <u>Additional Requirements/Insurance</u>                      |
|--------------------------|------------------------|-------------------------|---|
| Burning Permits          |                        | 101.12.2110.451.090     |   |
| a. Bonfires              | \$ 25.00               |                         |   |
| c. Residential           | \$ 25.00               |                         |   |
| Fire Reports             |                        | 101.13.3380.671.040     |   |
| a. Each page             | \$ .10                 |                         |   |
| b. Clerical fee          | \$ 4.63/¼ hr.          |                         | Lowest paid Clerical Staff capable of fulfilling the request. |
| c. Postage               | Current Rate           |                         |   |
| Audio Tapes              | \$ 21.00               | 101.15.3260.607.100     |   |
| Firefighter              | \$ 22.49/hr.           | 101.13.3380.671.040     |   |
| Overtime                 | \$ 32.74/hr.           | 101.13.3380.671.040     |   |
| Fire Lieutenant          | \$ 24.50/hr.           | 101.13.3380.671.040     |   |
| Overtime                 | \$ 35.75/hr.           | 101.13.3380.671.040     |   |
| Fire Captain             | \$ 26.03/hr.           | 101.13.3380.671.040     |   |
| Overtime                 | \$ 38.05/hr.           | 101.13.3380.671.040     |   |
| Battalion Chief          | \$ 29.41/hr.           | 101.13.3380.671.040     |   |
| Overtime                 | \$ 44.11/hr.           | 101.13.3380.671.040     |   |
| Chief                    | \$ 45.81/hr.           | 101.13.3380.671.040     |   |
| Fire Engine              | \$ 85.00/hr.           | 101.13.3360.671.040     |   |
| Ladder Truck             | \$125.00/hr.           | 101.13.3380.671.040     |   |
| Staff Car/Pick up        | \$ 20.00/hr.           | 101.13.3380.671.040     |   |
| Hazardous Material Truck | \$ 85.00/hr.           | 101.13.3380.671.040     |   |



**GIS DEPARTMENT**  
**Business Unit 9170**

The GIS Department provides mapping and analysis of spatial data in the Battle Creek Utility Service area. Normal operating hours are Monday - Friday, 8:00 a.m. - 5:00 p.m.

| <u>Description</u>                                  | <u>Current Charges</u>  | <u>Account Credited</u> | <u>Additional Requirements/Charges</u>  |
|---|-------------------------|-------------------------|---|
| <b>Commissioned GIS Work:</b>                       |                         |                         |   |
| a. Custom Map Production, Analysis, or GIS Services | \$ 50.00/hr             | 671.10.9170.612.050     | Production of deliverables that do not currently exist. First print/PDF included. Estimate provided, Minimum One Hour |
| b. Printed Map                                      | \$ 15.00/ea             | 671.10.9170.612.050     | Printing of previously compiled maps or media. (letter, ledger, 36", or 42" available)                                |
| <b>GIS Digital Data Products <sup>1</sup>:</b>      |                         |                         |   |
| a. Maintained Data (Irregular Update Schedule)      |                         |                         |   |
| • Road Centerlines                                  | \$ 500.00               | 671.10.9170.612.050     |   |
| • Zoning Boundaries                                 | \$ 500.00               | 671.10.9170.612.050     |   |
| • NPC Boundaries                                    | \$ 100.00               | 671.10.9170.612.050     |   |
| b. Maintained Data (Regular Update Schedule)        |                         |                         |   |
| • Parcel Boundaries                                 |                         |                         |   |
| ○ (Geometry Only)                                   | \$ 4,650.00 (\$0.20/ea) | 101.02.2270.671.040     |   |
| • Parcel Boundaries                                 |                         |                         |   |
| ○ (With Attributes)                                 | \$ 5,400.00 (\$0.23/ea) | 101.02.2270.671.040     |   |
| c. Production Data (Not updated, Final Form)        |                         |                         |   |
| • 2' Elevation Contours                             | \$ 5.00/tile            | 671.10.9170.612.050     | Derived from LiDAR point clouds.  |
| d. Aerial Imagery                                   |                         |                         |   |
| • 2010 Imagery                                      | \$ 5.00/tile            | 101.02.2270.671.040     | Tile area equals 0.32 mi <sup>2</sup> . Call for imagery specifications.  |
| • 2008/2001/1996 Imagery                            | \$ 5.00/tile            | 671.10.9170.612.050     |   |
| e. Oblique Imagery                                  |                         |                         |   |
| • 2010 Oblique Imagery                              | \$ 5.00/tile/direction  | 101.02.2270.671.040     | N,S,E,W exposures, flown @ 45°  |
| f. LiDAR Point Clouds                               |                         |                         |   |
| • 2008 Tiles  | \$ 5.00/tile            | 671.10.9170.612.050     | Medium Point Density  |
| • 2010 Tiles  | \$ 5.00/tile            | 101.02.2270.671.040     | High Point Density  |

1. A signed data usage agreement is required for all GIS data purchases. Other GIS digital data not listed may be available. Contact GIS department for information.

**INSPECTION DIVISION**  
**Business Unit 3870**

The Inspection Division is responsible for enforcing the State of Michigan Building, Electrical, Mechanical and Plumbing Codes as well as the City of Battle Creek Sign and related Zoning Ordinances. This Division is involved in issuing permits, conducting plan reviews, inspecting all new construction and maintaining permanent records of these activities.

**Note: Permit fees up to \$90 include one inspection; fees of \$90 to \$120 include two inspections; larger fees include additional inspections.**

| <u>Description</u>   | <u>Current Charges</u> | <u>Account Credited</u> | <u>Additional Requirement/Insurance</u> |
|--|------------------------|-------------------------|---|
| <b>RESIDENTIAL</b>   |                        |                         |   |
| <b>BUILDING PERMIT FEES</b>  |                        | 249.12.3870.453.010     |   |
| <b>Section 1. Administrative Fee</b>   |                        |                         |   |
| a. Applies to all permits  | \$ 50.00               |                         |   |
| b. Re-inspection fee<br>(see note above for applicability)   | \$ 50.00               |                         |   |
| c. Administrative Search Warrant   | \$250.00               |                         |   |
| d. Lock-out Fee – Inspections  | \$ 50.00               |                         |   |
| <b>Section 2. Plan Review - All Construction</b>   |                        | 249.12.3870.453.010     |   |
| a. New 1 and 2 Family Dwellings-Includes<br>the first 1,000 sq. ft. of floor area<br>(includes basements, garages, pole barns,<br>decks and porches) | \$ 25.00               |                         |   |
| b. Each add'l 500 sq. ft. or fraction thereof  | \$ 15.00               |                         |   |
| <b>Section 3. Dwellings/Additions/Alterations<br/>&amp; Pre-Manufactured Homes</b>   |                        | 249.12.3870.453.010     |   |
| a. Zoning approval fee   | \$ 20.00 minimum       |                         |   |
| b. Inspection fee per 100 sq. ft.  | \$ 15.00/50.00 minimum |                         |   |
| c. Pre-manufactured homes per 100 sq. ft.  | \$ 8.00                |                         |   |

**INSPECTION DIVISION**  
**Business Unit 3870 (continued)**

| <b>Description</b>  | <b>Current Charges</b> | <b>Account Credited</b> | <b>Additional Requirement/Insurance</b>   |
|---|------------------------|-------------------------|---|
| <b>Section 4. Pre-Manufactured/State approved Structures in Mobile Home Parks</b>   |                        | 249.12.3870.453.010     |   |
| a. Site plan review   | \$ 20.00               |                         | Compliance w/Mobile Home Commission Rules |
| b. Inspection fee   | \$ 50.00               |                         | Existing foundation w/tie-down inspection |
| c. Inspection fee   | \$100.00               |                         | New foundation w/tie-down inspection      |
| <b>Section 5. Garages, Decks, Porches, Shed and Pole barns</b>  |                        | 249.12.3870.453.010     |   |
| a. Zoning approval fee  | \$ 20.00               |                         |   |
| b. Inspection fee (0 to 600 sq. ft.)  | \$100.00               |                         |   |
| c. Inspection fee (per add'l 100 sq. ft.)   | \$ 15.00               |                         |   |
| <b>Section 6. Fencing for pools if separate from Section 9 and those over 6' high, re-roofing, re-siding and finishing of existing frame walls (for those governmental units who require permits)</b> |                        | 249.12.3870.453.010     |   |
| a. Inspection fee   | \$ 50.00               |                         |   |
| <b>Section 7. Razing/Demolition or Removal of a Building</b>  |                        | 249.12.3870.453.050     |   |
| a. Inspection fee without basement  | \$ 50.00               |                         |   |
| b. Inspection fee with basement   | \$100.00               |                         |   |
| c. Sewer capping fee  | \$ 15.00               | 590.24.1590.615.100     |   |
| d. Water service capping fee  | \$ 15.00               | 590.24.1590.615.100     |   |
| <b>Section 8. Relocation of Structures</b>  |                        | 249.12.3870.453.010     |   |
| a. Zoning approval fee  | \$ 20.00               |                         |   |
| b. Inspection fee for dwellings and accessory buildings over 200 sq. ft.  | \$ 50.00               |                         |   |

**INSPECTION DIVISION**  
**Business Unit 3870 (continued)**

| <b>Description</b>  | <b>Current Charges</b>              | <b>Account Credited</b> | <b>Additional Requirements/Insurance</b>   |
|---|-------------------------------------|-------------------------|--|
| <b>Section 9. Swimming Pools, Spas &amp; Hot Tubs (over 24 inches in depth) includes fence (if part of same application for pool)</b> |                                     | 249.12.3870.453.010     |  |
| a. Zoning approval fee  | <b>\$ 20.00/hr./\$10.00 minimum</b> |                         |  |
| b. Inspection fee-above ground pool   | <b>\$ 50.00</b>                     |                         |  |
| c. Inspection fee-in ground pool<br>(Minimum \$40/inspection)   | <b>\$100.00</b>                     |                         |  |
| <b>Section 10. Safety, Pre-sale &amp; Additional Inspections</b>  |                                     | 249.12.3870.453.010     | Pre-sale inspection only applicable if approved by the City Commission           |
| a. Inspection fee Zoning approval fee   | <b>\$ 50.00/hr/\$50.00 minimum</b>  |                         |  |
| <b>Section 11. Masonry Chimney/Fireplace</b>  |                                     | 249.12.3870.453.010     |  |
| a. Inspection fee   | <b>\$100.00</b>                     |                         |  |
| <b>Section 12. Construction/Alteration started prior to Application For Permit (Applies to residential &amp; commercial projects)</b> |                                     |                         |  |
| a. Investigation Fee  | <b>\$ 42.00</b>                     |                         | This charge is in addition to all other fees associated with obtaining a permit. |

**Note: Applies to residential and commercial permits**

**ANY PERMIT ISSUED SHALL BECOME INVALID IF THE WORK IS NOT BEGUN WITHIN SIX (6) MONTHS AFTER ISSUANCE OF THE PERMIT OR IF THE WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF SIX (6) MONTHS AFTER TIME OF COMMENCING WORK.**

**INSPECTION DIVISION**  
**Business Unit 3870 (continued)**

| <b>Description</b>  | <b>Current Charges</b>  | <b>Account Credited</b> | <b>Additional Requirements/Insurance</b>                              |
|---|-------------------------|-------------------------|---|
| <b>COMMERCIAL AND INDUSTRIAL FEES</b>                           |                         | 249.12.3870.453.010     |   |
| <b>Section 13. Plan Review - New Construction</b>               |                         |                         |   |
| a. First 500 square feet  | <b>\$100.00</b>         |                         |   |
| b. Each add'l 500 square feet                                   | <b>\$ 10.00</b>         |                         |   |
| <b>Section 14. Inspection Fee - Commercial &amp; Industrial</b> |                         | 249.12.3870.453.010     |   |
| a. Administrative fee   | <b>\$ 50.00 minimum</b> |                         | Or 20% of the total of plan review and inspection fee, maximum \$600. |
| b. Zoning approval fee  | <b>\$ 20.00</b>         |                         | A site plan review fee may be required in lieu of zoning fee.         |
| c. Investigation fee  | <b>See Section 12</b>   |                         |   |

**COMMERCIAL/INDUSTRIAL INSPECTION FEE BASED ON USE GROUP PER SQUARE FOOT OF FLOOR AREA**

|  |     |
|--|-----|
| A-1 .....  | .62 |
| A-2, A-3 & A-4 .....                               | .44 |
| A-5 .....  | .39 |
| B .....  | .40 |
| E .....  | .43 |
| F-1, F-2 & H .....                                 | .23 |
| I-1 .....  | .39 |
| I-2 & I-4 .....                                    | .61 |
| I-3 .....  | .55 |
| M .....  | .33 |
| R-1 .....  | .41 |
| R-2 .....  | .35 |
| S-1, S-2, & U or unfinished/unoccupied space ..... | .21 |
| Unfinished basement .....                          | .08 |

Build out of existing space will be calculated at use group fee listed above less .19 per square foot. Minimum fee assessed is \$70.

**INSPECTION DIVISION**  
**Business Unit 3870 (continued)**

| Description | Current Charges | Account Credited | Additional Requirements/Insurance |
|-------------|-----------------|------------------|-----------------------------------|
|-------------|-----------------|------------------|-----------------------------------|

|   |  |                     |  |
|---|--|---------------------|--|
| <b>Section 15. Minor Alterations not requiring architectural or engineered plans.</b> |  | 249.12.3870.453.010 |  |
|---|--|---------------------|--|

- |                       |                        |  |                                      |
|-----------------------|------------------------|--|--------------------------------------|
| a. Administrative fee | <b>\$80.00</b>         |  |                                      |
| b. Inspection fee     | <b>\$80.00 minimum</b> |  | One half of fee listed in Section 14 |

|   |  |                     |  |
|---|--|---------------------|--|
| <b>Section 16. Commercial/Industrial Demolition</b> |  | 249.12.3870.453.050 |  |
|---|--|---------------------|--|

- |                       |                                       |  |  |
|-----------------------|---------------------------------------|--|--|
| a. Administrative fee | <b>\$60.00</b>                        |  |  |
| b. Inspection Fee     | <b>\$ .01/sq. ft. minimum \$50.00</b> |  |  |

---

**Use Group Definitions: Reference State of Michigan Building Code:**

|                                     |  |                               |
|-------------------------------------|--|-------------------------------|
| Assembly = A-1, A-2, A-3, A-4 & A-5 | Business = B                           | Educational = E               |
| Factory/Industrial = F-1 & F-2      | High Hazard = H-1, H-2, H-3, H=4 & H-5 | Mercantile = M                |
| Residential = R-1 & R-2             | Storage = S-1 & S-2                    | Utility and Miscellaneous = U |

ANY PERMIT ISSUED SHALL BECOME INVALID IF THE WORK IS NOT BEGUN WITHIN SIX (6) MONTHS AFTER ISSUANCE OF THE PERMIT OR IF THE WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF SIX (6) MONTHS AFTER TIME OF COMMENCING THE WORK.

|                          |  |                     |  |
|--------------------------|--|---------------------|--|
| <b>ELECTRICAL PERMIT</b> |  | 249.12.3870.453.030 |  |
|--------------------------|--|---------------------|--|

- |  |   |  |  |
|--|---|--|--|
| a. Application fee                                       | <b>\$50.00</b>  |  |  |
| b. Special/safety/pre-sale inspection and investigations | <b>\$50.00</b>  |  |  |
| c. Additional/pre inspection                             | <b>\$50.00</b>  |  |  |
| d. Reinspection/Underground                              | <b>\$50.00</b>  |  |  |
| e. Final inspection                                      | <b>\$50.00</b>  |  |  |
| f. Certificate fee                                       | <b>\$11.00</b>  |  |  |
| g. Plan review (when required)                           | <b>25% of calculated Building Plan Review Fee, required were service exceeds 400 amps or building Area exceeds 3,500 sq. ft. Min. \$50.00</b> |  |  |

**INSPECTION DIVISION**  
**Business Unit 3870 (continued)**

| <b>Description</b>                               | <b>Current Charges</b>                    | <b>Account Credited</b> | <b>Additional Requirements/Insurance</b> |
|--|---|-------------------------|--|
| <b>SERVICES</b>                                  |   | 249.12.3870.453.030     |  |
| a. Temporary service                             | \$ 21.00                                  |                         |  |
| b. 0-800 AMP                                     | \$ 21.00                                  | 101.12.2110.671.040     |  |
| c. 801-1200 AMP                                  | \$ 21.00                                  |                         |  |
| d. Over 1200 AMP                                 | \$ 53.00                                  |                         |  |
| e. Transfer switch                               | \$ 53.00                                  |                         |  |
| f. Sub or accessory panels                       | \$ 21.00                                  |                         |  |
| g. Primary service                               | \$ 84.00                                  |                         | Includes initial transformer             |
| <b>TRANSFORMERS AND MOTORS</b>                   |   | 249.12.3870.453.030     |  |
| a. Up to 50 KVA or H.P.                          | \$ 11.00                                  |                         |  |
| b. Over 50 KVA or H.P.                           | \$ 21.00                                  |                         |  |
| <b>CIRCUITS</b>                                  |   |                         |  |
| a. Circuits or alteration to an existing circuit | \$ 5.00                                   | 101.12.2110.671.040     |  |
| b. Dishwasher                                    | \$ 5.00                                   | 101.12.2110.451.100     |  |
| c. Furnace - Unit heater                         | \$ 5.00                                   |                         |  |
| d. Radiant heat or baseboard                     | \$ 11.00/circuit                          | 101.12.2110.451.020     |  |
| e. Ranges  | \$ 11.00                                  |                         |  |
| f. Clothes dryers                                | \$ 11.00                                  |                         |  |
| g. Water heaters                                 | \$ 11.00                                  |                         |  |
| h. Air conditioners/HVAC equipment               | \$ 11.00                                  | 101.12.2110.451.050     |  |
| i. Swimming pools, fountains, hot tubs           | \$ 32.00                                  |                         |  |
| j. Signs and neon                                | \$ 26.00/unit                             |                         |  |
| k. Fire alarms/nurse call system                 | \$ 53.00 (up to and including 10 devices) |                         |  |
| l. Fire alarms/signal(additional devices)        | \$ 5.00                                   |                         |  |
| m. Feeders/buss duct-per 50 ft.                  | \$ 11.00                                  |                         |  |

**INSPECTION DIVISION**  
**Business Unit 3870 (continued)**

| <b>Description</b>   | <b>Current Charges</b>  | <b>Account Credited</b> | <b>Additional Requirements/Insurance</b>   |
|--|-------------------------|-------------------------|--|
| <b>MISCELLANEOUS</b>   |                         | 249.12.3870.453.030     |  |
| a. Retro fit lighting fixtures (per 25)  | \$ 26.00                |                         |  |
| b. Conduit or grounding only   | \$ 42.00                |                         |  |
| c. Underground inspection  | \$ 50.00                |                         |  |
| d. Work before Application   | \$ 42.00                |                         |  |
| e. Temperature Control – energy retrofit   | \$ 47.00                |                         |  |
| f. Data/Telecom  | \$ 5.00                 |                         |  |
| g. Water/Well circuit  | \$ 10.00                |                         |  |
| h. Alternative Energy  | \$ 50.00 (up to 10 KVA) |                         |  |
| Each add'l KVA   | \$ 5.00                 |                         |  |
| <br>Moving/Wrecking  | <br>\$ 50.00/year       |                         | <br>\$5000 Bond  |
| *A license may be issued excluding<br>blasting, in this case, blasting may<br>be excluded from XCU insurance |                         |                         | Comprehensive General Liability w/ XCU*<br>\$300,000/occurrence Bodily Injury<br>\$500,000 Agg. + \$100,000 Property<br>Damage OR \$500,000/occurrence CSL |



**INSPECTION DIVISION**  
**Business Unit 3870 (Continued)**

| <b>Description</b>   | <b>Current Charges</b>       | <b>Account Credited</b> | <b>Additional Requirements/Insurance</b> |
|--|------------------------------|-------------------------|--|
| <b>MECHANICAL PERMITS</b>  |                              | 249.12.3870.453.020     |  |
| a. Administration fee  | \$ 50.00                     |                         |  |
| b. Residential heating system<br>(Includes duct & pipe)          | \$ 50.00                     |                         |  |
| c. Gas/Oil Burning Equipment -<br>New and/or conversion units    | \$ 32.00                     |                         |  |
| d. Residential Boiler  | \$ 32.00                     |                         |  |
| e. Water heater  | \$ 5.00                      |                         |  |
| f. Combination HVAC unit   | \$ 50.00                     |                         |  |
| g. Flue/Vent Damper  | \$ 5.00                      |                         |  |
| h. Solid Fuel Equip.-includes chimney<br>& Gas burning fireplace | \$ 32.00                     |                         |  |
| i. Chimney, factory built -<br>installed separately              | \$ 26.00                     |                         |  |
| j. Solar - set of 3 panels<br>(includes piping)                  | \$ 21.00                     |                         |  |
| k. Gas piping-each opening<br>New installation                   | \$ 5.00/\$15.00 minimum      |                         |  |
| l. Air conditioning<br>(includes split systems)                  | \$ 32.00                     |                         |  |
| m. Heat pumps-complete residential                               | \$ 32.00                     |                         |  |
| n. Bath/kitchen/laundry exhaust                                  | \$ 5.00/\$15.00 minimum      |                         |  |
| o. Tanks - 14 aboveground  | \$ 21.00                     |                         |  |
| p. Tanks - 15 underground  | \$ 26.00                     |                         |  |
| q. Humidifiers   | \$ 11.00                     |                         |  |
| r. Process Piping  | \$ 00.05/ft./\$30.00 minimum |                         |  |
| s. Piping-radiant in floor                                       | \$ .02/ft./\$30.00 minimum   |                         |  |

**INSPECTION DIVISION**  
**Business Unit 3870 (Continued)**

| <b>Description</b>                     | <b>Current Charges</b>  | <b>Account Credited</b> | <b>Additional Requirements/Insurance</b> |
|--|---|-------------------------|--|
| <b>MECHANICAL PERMITS - Continued:</b> |   | 249.12.3870.453.020     |  |
| t. Duct                                | \$ 0.11/ft./\$11.00 minimum   |                         |  |
| u. Heat pumps - Commercial             | \$ 20.00  |                         |  |
| Roof top heating & cooling units       | \$ 11.00  |                         | Pipe not included                        |
| v. Air Handlers/Heat Wheels            |   |                         |  |
| 1. Under 10,000 CFM                    | \$ 21.00  |                         |  |
| 2. Over 10,000 CFM                     | \$ 63.00  |                         |  |
| w. Commercial Hoods                    | \$ 60.00  |                         | Duct not included                        |
| x. Heat Recovery Units                 | \$ 11.00  |                         |  |
| y. V.A.V. Boxes                        | \$ 11.00  |                         |  |
| z. Unit Ventilators                    | \$ 11.00  |                         |  |
| aa. Unit Heaters - Terminal Units      | \$ 16.00  |                         |  |
| bb. Fire Suppression/Protection        | \$ 00.75/head / \$20.00 minimum   |                         |  |
| cc. Evaporator Coils                   | \$ 32.00  |                         |  |
| dd. Refrigeration (Split System)       | \$ 32.00  |                         |  |
| ee. Chiller                            | \$ 32.00  |                         |  |
| ff. Cooling Towers                     | \$ 32.00  |                         |  |
| gg. Compressor                         | \$ 32.00  |                         |  |
| hh. Special/safety/pre-sale inspection | \$ 50.00  |                         |  |
| ii. Additional/underground Inspection  | \$ 50.00  |                         |  |
| jj. Final inspection                   | \$ 50.00  |                         |  |
| kk. Certification fee                  | \$ 11.00  |                         |  |
| ll. Plan review (when required)        | <b>25% of calculated Building Plan Review Fee, required for commercial projects with conditioned space and others with unusual designs.</b> |                         |  |
| mm. Investigation                      |   | \$ 50.00                |  |
| nn. Work done before application       | \$ 42.00  |                         |  |
| oo. Geothermal loop                    | \$ 30.00  |                         |  |

**INSPECTION DIVISION**  
**Business Unit 3870 (continued)**

| <b>Description</b>  | <b>Current Charges</b>   | <b>Account Credited</b>                                | <b>Additional Requirements/Insurance</b> |
|---|--|--|--|
| <b>PLUMBING PERMIT</b>  |  | 249.12.3870.453.040                                    |  |
| a. Application fee  | \$ 50.00   |  |  |
| b. Safety Inspection  | \$ 50.00   |  |  |
| c. Plan review (when required)  | <b>25% of calculated Building Plan Review Fee, required for commercial projects with plumbing systems and others with unusual designs.</b> |  |  |
| d. Underground Inspection   | \$ 50.00   |  |  |
| e. Final Inspection   | \$ 50.00   |  |  |
| f. Investigation Fee  | \$ 50.00   |  |  |
| <b>Fixtures and Water Piping</b>  |  |  |  |
| a. Water conditioning equipment   | \$ 5.00 each   | k. Sump pumps and ejectors                             | \$ 5.00 each                             |
| b. Laundry tray   | \$ 5.00 each   | l. Sewer/private-per 100 ft.                           | \$ 11.00                                 |
| c. Laundry hook-up  | \$ 5.00 each   | m. Sewer/municipal-per 100 ft.                         | \$ 11.00                                 |
| d. Toilet   | \$ 5.00 each   | n. Storm sewer   | \$ 11.00                                 |
| e. Sink or lavatory   | \$ 5.00 each   | o. Drain/building-per 100 ft.                          | \$ 11.00                                 |
| f. Shower or bathtubs   | \$ 5.00 each   | p. Drain/miscellaneous                                 | \$ 5.00 each                             |
| g. Other miscellaneous fixtures,<br>(See section VII on plumbing permit ) | \$ 5.00 each   | q. Stacks - all  | \$ 11.00 each                            |
| h. Water Service-per 100 ft.  | \$ 11.00 each  | r. Air admittance valves                               | \$ 5.00 each                             |
| i. Water distribution-per 100 ft.   | \$ 5.00 each   | s. Catch basins-manholes -<br>Downspouts & roof drains | \$ 10.00 each                            |
| j. Fire system water service-per 100 ft.                                  | \$ 11.00 each  | t. Underground inspections                             | \$ 50.00                                 |

**INSPECTION DIVISION**  
**Business Unit 3870 (continued)**

| <b>Description</b>                         | <b>Current Charges</b>      | <b>Account Credited</b> | <b>Additional Requirements/Insurance</b>   |
|--|-----------------------------|-------------------------|--|
| <b>Backflow Prevention Devices</b>         |                             | 249.12.3870.453.040     |  |
| a. Irrigation systems/Lawn sprinklers      | \$ 16.00 each               |                         |  |
| b. Boiler connections/Miscellaneous        | \$ 16.00 each               |                         |  |
| <b>Other Miscellaneous</b>                 |                             |                         |  |
| a. Medical Gas Piping                      | \$ 32.00/hr/\$40.00 minimum |                         |  |
| b. Certificate fee                         | \$ 11.00                    |                         |  |
| c. Work started before application         | \$ 42.00                    |                         |  |
| <b>SIGN PERMITS</b>                        |                             | 249.12.3870.453.060     |  |
| Portable/temporary                         |                             |                         |  |
| Administration Fee                         | \$ 25.00                    |                         |  |
| Zoning Approval                            | \$ 15.00                    |                         |  |
| Inspection Fee                             | \$ 25.00                    |                         |  |
| Permanent Signs                            |                             |                         |  |
| Administration Fee                         | \$ 50.00                    |                         |  |
| Zoning Approval                            | \$ 25.00                    |                         |  |
| Inspection Fee - First \$1000 of cost      | \$ 50.00                    |                         |  |
| Inspection Fee - each add'l \$1000 of cost | \$ 20.00                    |                         |  |
| <b>ZONING PERMITS</b>                      |                             | 249.12.3870.453.070     | For fences less than 6' high, residential accessory structures less than 200 sq. ft. in area, and commercial accessory structures less than 120 sq. ft. in area. |
| a. Administration fee                      | \$ 30.00                    |                         |  |
| b. Zoning Approval                         | \$ 10.00                    |                         |  |
| c. Inspection Fee                          | \$ 40.00                    |                         |  |
| d. Motor Home Parking permit               | \$ 40.00                    |                         |  |

**INSPECTION DIVISION**  
**Business Unit 3870 (continued)**

| <b>Description</b>               | <b>Current Charges</b> | <b>Account Credited</b> | <b>Additional Requirements/Insurance</b>  |
|----------------------------------|------------------------|-------------------------|---|
| <b>LICENSE REGISTRATION FEES</b> |                        |                         |   |
| <b><u>Electrical</u></b>         |                        |                         |   |
| License Registration             | \$ 15.00               | 249.12.3870.453.100     |   |
| <b><u>Plumbing</u></b>           |                        |                         |   |
| License Registration             | \$ 15.00               | 249.12.3870.453.010     |   |
| <b><u>Mechanical</u></b>         |                        |                         |   |
| License Registration             | \$ 15.00               | 249.12.3870.453.210     |   |
| <b><u>Building</u></b>           |                        |                         |   |
| License Registration             | \$ 15.00               | 249.12.3870.453.090     |   |
| <b><u>Demolition</u></b>         |                        |                         |   |
| Demolition License               | \$ 50.00               | 249.12.3870.453.090     |   |
| Demolition Bond                  | \$ 500.00              | 101.202.320             | Required for demolition of houses and commercial buildings by persons without a Demolition License. Not required for residential accessory buildings without basements. Bond refundable after completion of demolition and inspection approval. |

**INSPECTION DIVISION**  
**Business Unit 3870 (continued)**

| <u>Description</u> | <u>Current Charges</u> | <u>Account Credited</u> | <u>Additional Requirements/Insurance</u> |
|--------------------|------------------------|-------------------------|--|
|--------------------|------------------------|-------------------------|--|

**LEAD INSPECTION SERVICES FEE SCHEDULE**

**Lead survey definition:** A walk through visual inspection, identifying potential hazards and how they may be remedied. **Fee: \$50.00**

**Lead Inspection - Residential**

**Lead-based paint inspection definition:** A surface-by-surface investigation to determine the presence of lead-based paint and a report of the results. Determine the presence of lead-based paint interior and exterior.

**XRF & Written Report: Fee: \$600.00**

**Paint Test Definition:** The process of determining the presence or absence of lead-based paint on deteriorated main surfaces or painted surfaces to be disturbed or replaced. **Fee: \$200.00**

**Lead Risk Assessment - Residential**

**Risk assessment definition:**

1. An onsite investigation to determine the existence, nature, severity and location of a lead-based paint hazard.
2. The provision of a report by the person conducting the risk assessment explaining the results of the investigation and options for reducing the lead-based paint hazard. **Fee: \$500.00\*\***

**Lead Clearance Test**

**Lead clearance test definition:** Visual examination and collection of environmental samples by a Lead Inspector or Risk Assessor and analysis by an accredited laboratory upon completion of an abatement project, interim control intervention or maintenance job that disturbs lead-based paint (or paint suspected of being lead-based).

The clearance test is performed to ensure that lead exposure levels do not exceed standards established by the EPA Administrator pursuant to Title IV of the Toxic Substance Control Act, and that any cleaning following such work adequately meets those standards.

Eight (8) dust samples maximum.\*

Written report - **Fee: \$300.00**

24-hour service add - **Fee: \$75.00**

**\*\*Additional dust or soil samples taken while on site - Fee: \$10.00/sample**

\* Lab fees are an additional cost \$6.00/sample, 3-5 day results and \$8.00/paint chip, soil sample

\* 24-hour lab results \$12.00/sample and \$30.00 overnight shipping

Travel time will be charged @ \$50/hr.

Travel mileage will be charged in accordance with the rate set by the Finance Department.

All lead inspections, assessments, hazard screens or clearance tests must be performed by a State of Michigan certified lead inspector or risk assessor.

**PARKS AND RECREATION DEPARTMENT**  
**Business Unit 6970**

| <b>Description</b>                    | <b>Current Charges</b> | <b>Account Credited</b> | <b>Additional Requirements/Insurance</b> |
|---------------------------------------|------------------------|-------------------------|--|
| <b><u>BINDER PARK GOLF COURSE</u></b> |                        |                         |  |
| Green Fees                            |                        |                         |  |
| a. Weekdays                           |                        |                         |  |
| 9 holes                               | <b>\$ 13.25</b>        | 584.16.6970.623.010     |  |
| 18 holes                              | <b>\$ 23.50</b>        | 584.16.6970.623.020     |  |
| 27 holes                              | <b>\$ 34.25</b>        | 584.16.6970.623.030     |  |
| 9 hole (league)                       | <b>\$ 13.25</b>        | 584.16.6970.623.040     |  |
| b. Weekends                           |                        |                         |  |
| 9 holes                               | <b>\$ 14.25</b>        | 584.16.6970.623.010     |  |
| 18 holes                              | <b>\$ 25.50</b>        | 584.16.6970. 623.020    |  |
| 27 holes                              | <b>\$ 36.25</b>        | 584.16.6970.623.030     |  |
| Green Fees – Jr./Sr.                  |                        | 584.16.6970.623.050     |  |
| a. 9 holes                            | <b>\$ 8.25</b>         |                         | Mon-Fri before 2pm, Sat/Sun after 4pm    |
| b. 18 holes                           | <b>\$ 13.50</b>        |                         |  |
| c. 27 holes                           | <b>\$ 18.00</b>        |                         |  |
| Three Hole Course                     |                        | 584.16.6970.623.090     |  |
| a. 3 holes                            | <b>\$ 3.25</b>         |                         |  |
| First Tee Program                     |                        | 584.16.6970.623.060     | Requires First Tee membership card       |
| a. 9 holes                            | <b>\$ 2.75</b>         |                         |  |
| b. 18 holes                           | <b>\$ 5.25</b>         |                         |  |
| c. 27 holes                           | <b>\$ 10.50</b>        |                         |  |

**PARKS AND RECREATION DEPARTMENT**  
**Business Unit 6970 (continued)**

| <b>Description</b>       | <b>Current Charges</b> | <b>Account Credited</b> | <b>Additional Requirements/Insurance</b>    |
|--------------------------|------------------------|-------------------------|---|
| Memberships - Golf       |                        |                         |   |
| Single                   | <b>\$565.00</b>        | 584.16.6970.623.220     |   |
| Couples                  | <b>\$785.00</b>        | 584.16.6970.623.210     |   |
| Senior                   | <b>\$455.00</b>        | 584.16.6970.623.240     |   |
| Senior Couples           | <b>\$645.00</b>        | 584.16.6970.623.250     |   |
| Family                   | <b>\$920.00</b>        | 584.16.6970.623.200     |   |
| Junior                   | <b>\$230.00</b>        | 584.16.6970.623.230     |   |
| School                   | <b>\$310.00</b>        | 584.16.6970.623.260     |   |
| Ltd. Single              | <b>\$360.00</b>        | 584.16.6970.623.270     | Mon-Fri before 2 p.m.; Sat/Sun after 4 p.m. |
| Ltd. Couple              | <b>\$555.00</b>        | 584.16.6970.623.280     | Mon-Fri before 2 p.m.; Sat/Sun after 4 p.m. |
| Range and Practice Holes |                        |                         |   |
| Non-golf members         |                        | 584.16.6970.623.090     |   |
| Single                   | <b>\$255.00</b>        |                         |   |
| Couple                   | <b>\$310.00</b>        |                         |   |
| Family                   | <b>\$360.00</b>        |                         |   |
| Golf Members             |                        | 584.16.6970.623.090     |   |
| Single                   | <b>\$155.00</b>        |                         |   |
| Couple                   | <b>\$210.00</b>        |                         |   |
| Family                   | <b>\$260.00</b>        |                         |   |
| Range                    |                        | 584.16.6970.623.100     |   |
| Regular bucket           | <b>\$ 4.25</b>         |                         |   |
| Large bucket             | <b>\$ 7.25</b>         |                         |   |
| Jumbo bucket             | <b>\$ 10.25</b>        |                         |   |



**PARKS AND RECREATION DEPARTMENT**  
**Business Unit 6970 (continued)**

| <b>Description</b>      | <b>Current Charges</b> | <b>Account Credited</b> | <b>Additional Requirements/Insurance</b> |
|-------------------------|------------------------|-------------------------|--|
| Carts                   |                        | 584.16.6970.623.300     |  |
| 3 holes                 | <b>\$ 2.25</b>         |                         |  |
| 9 holes                 | <b>\$ 7.75</b>         |                         |  |
| 18 holes                | <b>\$ 14.50</b>        |                         |  |
| 27 holes                | <b>\$ 20.25</b>        |                         |  |
| 9 holes Sr./Jr.         | <b>\$ 6.75</b>         |                         |  |
| 18 holes Sr./Jr.        | <b>\$ 13.50</b>        |                         |  |
| 27 holes Sr./Jr.        | <b>\$ 18.75</b>        |                         |  |
| Golf Equipment          |                        |                         |  |
| Pull carts              | <b>\$ 2.00</b>         | 584.16.6970.623.310     |  |
| Clubs and accessories   | <b>n/a</b>             | 584.16.6970.623.320     | Contact Pro Shop for rates               |
| Facility Rentals        |                        |                         |  |
| Picnic Shelter/Pavilion | <b>n/a</b>             |                         | Contact Pro Shop for rates               |
| Club House              | <b>n/a</b>             |                         | Contact Pro Shop for rates               |
| First Tee Building      | <b>n/a</b>             |                         | Contact Pro Shop for rates               |

**PARKS AND RECREATION DEPARTMENT**  
**Business Unit 7020**

| <b>Description</b>         | <b>Current Charges</b> | <b>Account Credited</b>  | <b>Additional Requirements/Insurance</b>       |
|----------------------------|------------------------|--------------------------|--|
| Girls Fast Pitch           | \$ 500.00              | 101.16.7020.6510.630.090 |  |
| Soccer Camp                | \$ 40.00/\$80.00       | 101.16.7020.6511.630.090 |  |
| Disc Golf Camp             | \$ 30.00               | 101.16.7020.6515.630.090 |  |
| Lifeguard Training         | \$ 125.00              | 101.16.7020.6516.630.090 | CPR/First Aid/Emergency Oxygen                 |
| Little Tyke T-Ball         | \$ 35.00               | 101.16.7020.6523.630.090 |  |
| Adult Stan Musial Baseball | \$1,875.00             | 101.16.7020.6525.630.090 | Insurance, Concussion Forms, Background Checks |
| Youth Flag Football        | \$ 45.00               | 101.16.7020.6526.630.090 |  |
| Spring Soccer              | \$ 40.00               | 101.16.7020.6560.630.090 |  |
| Claude Evans Basketball    | \$ 70.00               | 101.16.7020.6580.630.090 |  |
| Tennis Instructions        |                        | 101.16.7020.6600.630.090 |  |
| a.    Fall/Winter          | \$ 36.00               |                          |  |
| b.    Summer               | \$ 48.00               |                          |  |
| Youth Baseball             |                        | 101.16.7020.6610.630.090 | Insurance, Concussion Forms, Background Checks |
| a.    8u-14u               | \$ 800.00              |                          |  |
| b.    16-18u               | \$ 800.00              |                          |  |
| Adult Softball Fall        |                        | 101.16.7020.6620.630.090 |  |
| a.    10 games             | \$ 585.00              |                          | ASA Insurance                                  |
| b.    20 games             | \$ 935.00              |                          | ASA Insurance                                  |
| Adult Softball Summer      |                        | 101.16.7020.6630.630.090 |  |
| a.    10 games             | \$ 585.00              |                          | ASA Insurance                                  |
| b.    20 games             | \$ 935.00              |                          | ASA Insurance                                  |
| Adult Flag Football        | \$ 360.00              | 101.16.7020.6640.630.090 |  |
| Fall Soccer                | \$ 40.00               | 101.16.7020.6650.630.090 |  |

**PARKS AND RECREATION DEPARTMENT**  
**Business Unit 7021**

| <b>Description</b>    | <b>Current Charges</b> | <b>Account Credited</b>  | <b>Additional Requirements/Insurance</b> |
|-----------------------|------------------------|--------------------------|--|
| New Year's Day Splash | \$ 14.00               | 101.16.7021.6017.630.090 |  |

**PARKS AND RECREATION DEPARTMENT**  
**Business Unit 7022**

| <b>Description</b>                    | <b>Current Charges</b> | <b>Account Credited</b>  | <b>Additional Requirements/Insurance</b> |
|---------------------------------------|------------------------|--------------------------|--|
| Start Smart Tennis                    | \$ 30.00               | 101.16.7022.6210.630.090 |  |
| Youth Fitness Class                   | \$ 50.00               | 101.16.7022.6221.630.090 |  |
| Kidventure Camp                       |                        | 101.16.7022.6223.630.090 | camp license, staff training             |
| a. 10 weeks                           | \$1,000.00             |                          |  |
| b. Weekly                             | \$ 125.00              |                          |  |
| Baseball Training Camp                | \$ 50.00               | 101.16.7022.6229.630.090 |  |
| JR High Basketball                    | \$ 420.00              | 101.16.7022.6231.630.090 |  |
| Fitness Challenge                     | \$ 35.00               | 101.16.7022.6233.630.090 |  |
| Youth Indoor Flag Football            | \$ 35.00               | 101.16.7022.6234.630.090 |  |
| Start Smart Golf                      | \$ 30.00               | 101.16.7022.6243.630.090 |  |
| Volleyball Camp                       | \$ 70.00               | 101.16.7022.6251.630.090 |  |
| Start Smart Preschool Camp            | \$ 30.00               | 101.16.7022.6260.630.090 |  |
| Youth Indoor Soccer                   | \$ 35.00               | 101.16.7022.6257.630.090 |  |
| Start Smart Sports Development        | \$ 30.00               | 101.16.7022.6260.630.090 |  |
| Start Smart Basketball                | \$ 30.00               | 101.16.7022.6261.630.090 |  |
| Spring Break Camp                     | \$ 125.00              | 101.16.7022.6262.630.090 |  |
| Youth Basketball                      | \$ 100.00              | 101.16.7022.6264.630.090 | Partnered with LYA                       |
| Youth Floor Hockey                    | \$ 35.00               | 101.16.7022.6268.630.090 |  |
| Tiny Tot Floor Hockey                 | \$ 30.00               | 101.16.7022.6269.630.090 |  |
| International Floor Hockey Tournament | \$ 100.00              | 101.16.7022.6270.630.090 |  |
| Start Smart Indoor Soccer             | \$ 30.00               | 101.16.7022.6271.630.090 |  |
| Mini Spikers Volleyball               | \$ 30.00               | 101.16.7022.6272.630.090 |  |
| Youth Volleyball League               | \$ 60.00               | 101.16.7022.6273.630.090 |  |

**PARKS AND RECREATION DEPARTMENT**  
**Business Unit 7023**

| <b>Description</b>          | <b>Current Charges</b> | <b>Account Credited</b>  | <b>Additional Requirements/Insurance</b>                     |
|-----------------------------|------------------------|--------------------------|--|
| Youth Golf                  |                        |                          |  |
| a. 3-4 years old            | \$ <b>30.00</b>        | 101.16.7023.6291.630.090 | Must comply with The First Tee national<br>ZONE requirements |
| b. 5-6 years old            | \$ <b>30.00</b>        | 101.16.7023.6291.630.090 |  |
| c. 7-17 years old           | \$ <b>80.00</b>        | 101.16.7023.6291.630.090 |  |
| Youth Golf with Membership  |                        |                          |  |
| Membership                  | \$ <b>80.00</b>        | 101.16.7023.6291.630.090 |  |
| a. 7-17 years old w/ Mbrshp | \$ <b>50.00</b>        | 101.16.7023.6291.630.090 |  |
| Golf Outing                 |                        |                          |  |
| a. Individual               | \$ <b>55.00</b>        | 101.16.7023.6291.630.090 |  |
| b. Team                     | \$ <b>220.00</b>       | 101.16.7023.6291.630.090 |  |
| Sponsorships                |                        |                          |  |
| a. Par                      | \$ <b>250.00</b>       | 101.16.7023.6291.630.090 |  |
| b. Birdie                   | \$ <b>500.00</b>       | 101.16.7023.6291.630.090 |  |
| c. Eagle                    | \$ <b>750.00</b>       | 101.16.7023.6291.630.090 |  |
| d. Ace                      | \$ <b>1,000.00</b>     | 101.16.7023.6291.630.090 |  |

**PARKS AND RECREATION DEPARTMENT**  
**Business Unit 7050**

| <b>Description</b>     | <b>Current Charges</b> | <b>Account Credited</b> | <b>Additional Requirements/Insurance</b>       |
|------------------------|------------------------|-------------------------|--|
| Diamond Rental         |                        | 101.16.7050.630.090     | Includes all refits, supervision, and clean-up |
| a. C.O. Brown Stadium  | <b>\$ 625.00</b>       |                         | Includes all refits, supervision, and clean-up |
| b. Nichols Field       | <b>\$ 525.00</b>       |                         | Includes all refits, supervision, and clean-up |
| c. Morrison Field      | <b>\$ 510.00</b>       |                         | Includes all refits, supervision, and clean-up |
| d. Diamond #9          | <b>\$ 325.00</b>       |                         | Includes all refits, supervision, and clean-up |
| e. Convis Field        | <b>\$ 250.00</b>       |                         | Includes all refits, supervision, and clean-up |
| f. Flannery Field      | <b>\$ 250.00</b>       |                         |  |
| Gate Fees              |                        | 101.16.7050.630.090     | per team, per tournament                       |
| a. C.O. Brown Stadium  | <b>\$ 80.00</b>        |                         | per team, per tournament                       |
| b. Nichols Field       | <b>\$ 80.00</b>        |                         | per team, per tournament                       |
| c. Morrison Field      | <b>\$ 80.00</b>        |                         | per team, per tournament                       |
| d. Diamond #9          | <b>\$ 80.00</b>        |                         | per team, per tournament                       |
| e. Convis Field        | <b>\$ 80.00</b>        |                         | per team, per tournament                       |
| f. Flannery Field      | <b>\$ 80.00</b>        |                         |  |
| Scoreboards            |                        | 101.16.7050.630.020     |  |
| a. C. O. Brown Stadium | <b>\$ 25.00</b>        |                         |  |
| b. Nichols Field       | <b>\$ 15.00</b>        |                         |  |
| c. Morrison Field      | <b>\$ 15.00</b>        |                         |  |
| d. Convis Field        | <b>\$ 15.00</b>        |                         |  |
| e. Flannery Field      | <b>\$ 15.00</b>        |                         |  |
| Lighting               |                        | 101.16.7050.630.020     |  |
| a. C. O. Brown Stadium | <b>\$ 60.00</b>        |                         |  |
| b. Nichols Field       | <b>\$ 40.00</b>        |                         |  |
| c. Morrison Field      | <b>\$ 40.00</b>        |                         |  |
| d. Convis Field        | <b>\$ 25.00</b>        |                         |  |
| e. Flannery Field      | <b>\$ 25.00</b>        |                         |  |
| Temporary Fencing      |                        | 101.16.7050.630.020     |  |
| a. C. O. Brown Stadium | <b>\$ 300.00</b>       |                         |  |
| b. Nichols Field       | <b>\$ 300.00</b>       |                         |  |
| c. Morrison Field      | <b>\$ 300.00</b>       |                         |  |
| d. Convis Field        | <b>\$ 300.00</b>       |                         |  |
| e. Flannery Field      | <b>\$ 300.00</b>       |                         |  |

**PARKS AND RECREATION DEPARTMENT**  
**Business Unit 7100**

| <b>Description</b>   | <b>Current Charges</b> | <b>Account Credited</b> | <b>Additional Requirements/Insurance</b>     |
|----------------------|------------------------|-------------------------|--|
| WILLARD BEACH        | <b>\$ 2.00/\$5.00</b>  | 01.16.7100.631.040      | Individual/Vehicle (3 or more)               |
| Pavilion             | <b>\$ 35.00</b>        | 101.16.7100.631.030     | Per row, per use (Includes admission for 50) |
| Facilities/Restrooms | <b>\$ 25.00</b>        | 101.16.7100.631.030     | September and October before winterization   |
| PARK FACILITIES      |                        |                         |  |
| Facilities/Restrooms | <b>\$ 25.00</b>        | n/a                     | Fully refundable deposit after key return    |
| Picnic tables        | <b>\$ 25.00</b>        | 101.16.7100.631.030     | Per table, community events only             |
| Reviewing stand      | <b>\$ 15.00</b>        | 101.16.7100.631.030     | Per use, community events only               |
| Athletic Equipment   | <b>n/a</b>             |                         | Must be approved by P & R Director           |

**PARKS AND RECREATION DEPARTMENT**  
**Business Unit 7160**

| <b>Description</b>                 | <b>Current Charges</b> | <b>Account Credited</b> | <b>Additional Requirements/Insurance</b>      |
|------------------------------------|------------------------|-------------------------|---|
| <b>FULL BLAST</b>                  |                        |                         |   |
| Summer group rentals               |                        |                         |   |
| Participants (25-74)               | \$ 8.50/\$11.50        | 101.16.7163.630.200     | Regular/Superblast admissions, 2 pools        |
| Participants (75-124)              | \$ 8.25/\$11.25        | 101.16.7163.630.200     | Regular/Superblast admissions, 2 pools        |
| Participants (125-249)             | \$ 8.00/\$11.00        | 101.16.7163.630.200     | Regular/Superblast admissions, 2 pools        |
| Participants (250+)                | \$ 7.75/\$10.75        | 101.16.7163.630.200     | Regular/Superblast admissions, 2 pools        |
|                                    |                        |                         |   |
| Birthday Parties                   |                        |                         |   |
| Indoor (labor day to memorial day) | \$130.00/150.00        | 101.16.7163.630.280     | charge per group, 15 person minimum           |
| Outdoor (Memorial-Labor day)       | \$ 17.00               | 101.16.7163.630.280     | per person, 12 person minimum                 |
|                                    |                        |                         |   |
| Lock-Ins                           |                        |                         |   |
| Participants (50 person minimum)   | \$ 45.00/\$60.00       | 101.16.7163.630.290     | Depending on package selected                 |
|                                    |                        |                         |   |
| Company/Group Picnic               |                        |                         |   |
| Participants (100 person minimum)  | \$ 16.00/\$22.00       | 101.16.7163.630.210     | Depending on package selected                 |
|                                    |                        |                         |   |
| Flash Flood                        |                        |                         |   |
| Admission Fees                     |                        |                         |   |
| General Admission                  | \$ 9.00                | 101.16.7160.630.130     | per person                                    |
| Superblast Upgrade                 | \$ 3.00                | 101.16.7160.630.110     | per person                                    |
| Superblast                         | \$ 12.00               | 101.16.7160.630.110     | per person                                    |
| Season pass                        | \$ 65.00               | 101.16.7160.630.100     | Single  |
| Season pass                        | \$220.00               | 101.16.7160.630.100     | Family 4 pack                                 |
| Attractions                        |                        |                         |   |
| Water Wars                         | \$ 1.00                | 101.16.7160.630.170     |   |
| Equipment Rental                   |                        |                         |   |
| Lockers                            | \$ 5.00                | 101.16.7160.630.310     | \$3.00 refundable deposit with return of key  |
| Life Jackets                       | \$ 4.00                | 101.16.7160.630.130     | \$3.00 refundable deposit w/ return of jacket |
| Basketball                         | \$ 3.00                | 101.16.7160.630.130     | \$2.00 refundable deposit w/ return of jacket |
| Double Tubes                       | \$ 5.00                | 101.16.7160.630.150     | \$3.00 refundable deposit w/ return of jacket |

**PARKS AND RECREATION DEPARTMENT**  
**Business Unit 7163**

| <b>Description</b>        | <b>Current Charges</b>    | <b>Account Credited</b> | <b>Additional Requirements/Insurance</b>  |
|---------------------------|---------------------------|-------------------------|---|
| <b>FULL BLAST (cont.)</b> |                           |                         |   |
| Special Events/Groups     |                           |                         |   |
| End of School Year        |                           |                         |   |
| Participants (25-74)      | <b>\$ 6.50/8.50/11.50</b> | 101.16.7163.630.200     | Indoor/Flash Flood/Flash Flood Superblast |
| Participants (75-124)     | <b>\$ 6.25/8.25/11.25</b> | 101.16.7163.630.200     | Indoor/Flash Flood/Flash Flood Superblast |
| Participants (125-249)    | <b>\$ 6.00/8.00/11.00</b> | 101.16.7163.630.200     | Indoor/Flash Flood/Flash Flood Superblast |
| Participants (250+)       | <b>\$ 5.75/7.75/10.75</b> | 101.16.7163.630.200     | Indoor/Flash Flood/Flash Flood Superblast |
| Supervisor Fee            |                           |                         |   |
| Supervisor Fee for events | <b>\$18.00/hr.</b>        | 101.16.7163.630.200     | Supervisor Fee for events                 |



**PARKS AND RECREATION DEPARTMENT**  
**Business Unit 7170**

| <b>Description</b>               | <b>Current Charges</b> | <b>Account Credited</b> | <b>Additional Requirements/Insurance</b> |
|----------------------------------|------------------------|-------------------------|--|
| <b>FULL BLAST (cont.)</b>        |                        |                         |  |
| Sports Forum                     |                        |                         |  |
| Memberships                      |                        |                         |  |
| Fitness membership City Employee | \$ 60.00               | 101.16.7175.630.380     | Individuals/City employees (12 months)   |
| Fitness membership (1 month)     | \$ 20.00               | 101.16.7175.630.360     | Monthly                                  |
| Fitness membership (12 months)   | \$185.00               | 101.16.7175.630.360     | Yearly membership                        |
| Second Individual                | \$140.00               | 101.16.7175.630.360     | Yearly membership                        |
| 3+ people                        | \$ 95.00               | 101.16.7175.630.360     | Yearly membership                        |
| Walk and play pass               | \$ 15.00               | 101.16.7175.630.360     | Monthly                                  |
| Day pass                         | \$ 5.00                | 101.16.7175.630.120     | Daily Rate                               |
| Facilities Rental                |                        |                         |  |
| Gymnasiums (1,2,3)               | \$ 15.00/\$35.00 hr.   | 101.16.7170.630.320     | Depending on user group                  |
| Sports Court                     | \$ 12.00/hr.           | 101.16.7170.630.320     |  |
| Auditorium                       | \$ 50.00/\$150.00 hr.  | 101.16.7170.630.320     | Depending on media use                   |
| Batting Cages                    | \$ 6.00/\$12.00        | 101.16.7170.630.320     | Half hour/Hourly rates                   |
| Equipment Rental                 |                        |                         |  |
| Tables                           | \$ 5.00 per unit       | 101.16.7170.630.320     | Included in \$150.00 Auditorium rate     |
| Chairs                           | \$ 0.50 per unit       | 101.16.7170.630.320     | Included in \$150.00 Auditorium rate     |
| Multi-media package Inc.         |                        | 101.16.7170.630.320     | Included in \$150.00 Auditorium rate     |

**PLANNING DEPARTMENT**  
**Business Unit 8020**

**The Planning Department performs the following functions and responsibilities - overall administration of the Planning Department, staff control to the Planning Commission, Zoning Board of Appeals and the Historic District Commission; site plan review; zoning ordinance preparation, interpretation and enforcement; tax-reverted property sales; Census coordination and dissemination of data; and preparation of master plans for future growth and development.**

| <b>Description</b>                   | <b>Current Charges</b> | <b>Account Credited</b> | <b>Additional Requirements/Insurance</b> |
|--------------------------------------|------------------------|-------------------------|--|
| Planned Unit Residential Development | <b>\$600.00</b>        | 101.12.8020.451.160     |  |
| Planning and Zoning Map              |                        |                         | Available on city's web site             |
| Planning and Zoning Ordinance        |                        |                         | Available on city's web site             |
| Plats                                |                        | 101.12.8020.455.020     |  |
| a. Filing Fee                        | <b>\$250.00</b>        |                         |  |
| b. Per Lot                           | <b>\$ 25.00</b>        |                         |  |
| Site Condo                           |                        |                         |  |
| a. Filing Fee                        | <b>\$250.00</b>        | 101.12.8020.455.020     |  |
| b. Condo review fee-per site         | <b>\$ 20.00</b>        |                         |  |
| Special Use Permits                  | <b>\$600.00</b>        | 101.12.2110.451.160     |  |
| Telecommunications Towers            |                        |                         |  |
| a. Administrative Review/Collocation | <b>\$ 75.00</b>        | 101.12.8020.455.020     |  |
| Zoning Board of Appeals              |                        | 101.12.8150.455.020     |  |
| a. Residential                       | <b>\$100.00</b>        |                         |  |
| b. Commercial/Industrial             | <b>\$200.00</b>        |                         |  |
| Zoning Reclassifications             | <b>\$600.00</b>        | 101.12.2110.451.160     |  |
| Street/Alley/ROW Vacations           | <b>\$300.00</b>        |                         |  |
| Site Plan Review                     | <b>\$150.00</b>        |                         | For properties under 5 acres             |
|                                      | <b>\$250.00</b>        |                         | For properties over 5 acres              |
| Administrative Search Warrants       | <b>\$250.00</b>        |                         |  |

**POLICE DEPARTMENT  
COMMUNITY SERVICE  
Business Unit 3110**

**The Community Services Division is responsible for the conduct of crime prevention, school safety and other community outreach programs. The Programs include: Neighborhood Watch, School Liaison Officers, and Adult School Crossing Guards.**

| <u>Description</u>             | <u>Current Charges</u> | <u>Account Credited</u> | <u>Additional Requirements/Insurance</u>  |
|--------------------------------|------------------------|-------------------------|---|
| <b><u>PERSONNEL COSTS:</u></b> |                        |                         |   |
| a. Police Officer              | <b>\$33.66</b>         | 101.14.3250.703.030     | Personnel costs are subject to adjustment in accordance with the prevailing labor agreement for the position. Hourly rates for additional positions which are involved in the emergency response, cost collection, or support services are to be determined by the Finance Department on the same basis as those listed and furnished to the City Clerk and Police Department for billing purposes. |
| Overtime                       | <b>\$41.67</b>         |                         |   |
| b. Police Sergeant             | <b>\$46.78</b>         | 101.14.3250.703.030     |   |
| Overtime                       | <b>\$61.26</b>         |                         |   |
| c. Police Detective            | <b>\$45.38</b>         | 101.14.3707.703.030     |   |
| Overtime                       | <b>\$59.21</b>         |                         |   |
| d. Forensic Tech               | <b>\$31.98</b>         | 101.14.3060.703.030     |   |
| Overtime                       | <b>\$38.67</b>         |                         |   |
| e. Forensic Specialist         | <b>\$46.16</b>         | 101.14.3060.703.030     |   |
| Overtime                       | <b>\$59.21</b>         |                         |   |
| f. Word Processor/Typist       | <b>\$25.79</b>         | 101.14.3210.703.030     |   |
| Overtime                       | <b>\$29.71</b>         |                         |   |

**POLICE DEPARTMENT  
COST RECOVERY FOR EMERGENCY RESPONSE  
Business Unit 3250**

The fees are designed to provide for the recovery of costs associated with emergency response personnel and equipment in instances where an emergency situation is caused by a person operating a motor vehicle under the influence of an intoxicating liquor or a controlled substance. The establishment of fees will allow a standard charge per hour for personnel and vehicles, involved in an emergency response.

| Description                    | Current Charges     | Account Credited    | Additional Requirements/Insurance  |
|--------------------------------|---------------------|---------------------|--|
| <b><u>PERSONNEL COSTS:</u></b> |                     |                     |  |
| a. Police Officer              | \$ 33.66            | 101.14.3250.703.030 | Personnel costs are subject to adjustment in accordance with the prevailing labor agreement for the position. Hourly rates for additional positions which are involved in the emergency response, cost collection, or support services are to be determined by the Finance Department on the same basis as those listed and furnished to the City Clerk and Police Department for billing purposes |
| Overtime                       | \$ 41.67            |                     |  |
| b. Police Sergeant             | \$ 46.78            | 101.14.3250.703.030 |  |
| Overtime                       | \$ 61.26            |                     |  |
| c. Police Detective            | \$ 45.38            | 101.14.3070.703.030 |  |
| Overtime                       | \$ 59.21            |                     |  |
| d. Forensic Tech               | \$ 31.98            | 101.14.3060.703.030 |  |
| Overtime                       | \$ 38.67            |                     |  |
| e. Forensic Specialist         | \$ 46.16            | 101.14.3060.703.030 |  |
| Overtime                       | \$ 59.21            |                     |  |
| f. Word Processor/Typist       | \$ 25.79            | 101.14.3210.703.030 |  |
| Overtime                       | \$ 29.71            |                     |  |
| g. Firefighter                 | \$ 27.46            | 101.13.3380.703.030 |  |
| Overtime                       | \$ 32.13            |                     |  |
| h. Fire Lieutenant             | \$ 36.15            | 101.13.3380.703.030 |  |
| Overtime                       | \$ 44.72            |                     |  |
| i. Fire Captain                | \$ 38.46            | 101.13.3380.703.030 |  |
| Overtime                       | \$ 48.07            |                     |  |
| <b><u>VEHICLE COSTS:</u></b>   |                     |                     |  |
| a. Police vehicles             | \$ 11.00/hr/vehicle | 101.14.3250.394.060 |  |
| b. Fire vehicles               | \$110.00/hr/vehicle | 101.13.3380.606.040 |  |

**POLICE DEPARTMENT  
COST RECOVERY FOR EMERGENCY RESPONSE  
Business Unit 3250 (continued)**

| <b>Description</b>                            | <b>Current Charges</b>                      | <b>Account Credited</b> | <b>Additional Requirements/Insurance</b>   |
|---|---|-------------------------|--|
| Legal cost                                    |   |                         | As charged by the service provider and/or City personnel costs and related expenses. |
| Emergency medical services                    |   |                         | As charged by service provider.  |
| Collection costs                              |   |                         | As charged by the service provider and/or City personnel costs and related expenses. |
| Travel Expenses                               |   |                         | As charged by the service provider and/or City personnel costs and related expenses. |
| OUIL Cost Recovery Fee                        | <b>\$150.00</b>                             | 101.14.3250.627.020     |  |
| Blood Test                                    | <b>\$ 75.00</b>                             | 101.14.3250.627.020     |  |
| OUIL Accident Scene Investigation             | <b>\$ 50.00</b>                             | 101.14.3250.627.020     |  |
| Fire Apparatus Response                       | <b>\$110.00</b>                             | 101.13.3380.606.040     |  |
| Warrant Cost Recovery                         | <b>Current Wages &amp;<br/>Vehicle Cost</b> | 101.14.3250.627.020     |  |
| False Alarms                                  |   |                         |  |
| First Occurrence                              | <b>\$ 10.00</b>                             |                         |  |
| Second Occurrence                             | <b>\$ 25.00</b>                             |                         |  |
| Each Additional Occurrence in a calendar year | <b>\$ 50.00</b>                             |                         |  |

**POLICE DEPARTMENT  
FIELD SERVICES  
Business Unit 3250(continued)**

The Police Field Services Division is responsible for administering the Court-Ordered PBT Test and the Court-Ordered Breathalyzer Test.

| <u>Description</u>                 | <u>Current Charges</u> | <u>Account Credited</u> | <u>Additional Requirements/Insurance</u> |
|------------------------------------|------------------------|-------------------------|--|
| <b>TESTS:</b>                      |                        | 101.14.3250.671.040     |  |
| a. Court-Ordered PBT Test          | \$ 15.00               |                         |  |
| b. Court-Ordered Breathalyzer Test | \$ 20.00               |                         |  |

**POLICE DEPARTMENT  
INVESTIGATIONS  
Business Unit 3070**

The Investigation Division conducts the initial investigation of major crimes and follow-up investigation of all other serious crimes. In addition, this Division conducts drug investigations and operates a full-service crime laboratory.

| <u>Description</u>                    | <u>Current Charges</u> | <u>Account Credited</u> | <u>Additional Requirements/Insurance</u> |
|---------------------------------------|------------------------|-------------------------|--|
| Precious Metal and Gold Permits       | \$ 50.00               | 101.14.3070.451.150     | Must register with Leadsonline           |
| Precious Metal and Gold Dealer Permit | \$ 20.00               | 101.14.3070.451.150     | Must register with Leadsonline           |

**POLICE DEPARTMENT  
MANAGEMENT SERVICES  
Business Unit 3210**

The Management Services Division has the primary task of providing records and clerical support for the Police Department. Division responsibilities include computer services, budget, building and grounds, records management and payroll.

| <u>Description</u>                          | <u>Current Charges</u>              | <u>Account Credited</u> | <u>Additional Requirements/Insurance</u>  |
|---|-------------------------------------|-------------------------|---|
| Fingerprint processing<br>(ST/FED combined) | \$ 20.00                            | 101.14.3210.452.020     |   |
| Electronic Prints                           | \$ 66.50                            | 101.14.3210.452.020     |   |
| Dealer Prints                               | \$ 5.00                             | 101.14.3210.452.020     |   |
| Accident reports                            | \$ 6.00                             | 101.14.3210.452.040     |   |
| Criminal/Background checks                  | \$ 15.00                            | 101.14.3210.452.030     |   |
| SOR – Sex Offender Registry                 | \$ 50.00                            | 101.14.3210.671.040     |   |
| Police reports                              |                                     |                         |   |
| a. Clerical fee                             | <b>Employee Wage +<br/>Benefits</b> | 101.14.3210.452.040     | Lowest paid Clerical Staff capable of based<br>fulfilling the request, hourly calculation<br>upon MI FOIA law |
| b. Copy fee                                 | \$ .10                              |                         |   |
| c. Postage                                  | <b>Current rate</b>                 |                         |   |
| Gun Registration Copy                       | \$ 1.00                             | 101.14.3210.452.010     |   |
| Fax   | \$ 2.00                             | 101.14.3210.671.040     |   |
| Notary fee                                  | \$ 5.00                             | 101.14.3210.452.040     |   |
| Starter Generation                          | \$ 27.00                            | 101.14.3210.671.040     | Rates will be based off of Dispatch charge<br>to BCPD   |

**POLICE DEPARTMENT  
MANAGEMENT SERVICES  
Business Unit 3210 (continued)**

| <b><u>Description</u></b> | <b><u>Current Charges</u></b> | <b><u>Account Credited</u></b> | <b><u>Additional Requirements/Insurance</u></b> |
|---------------------------|-------------------------------|--------------------------------|---|
| Photograph development    |                               | 101.14.3060.671.040            |   |
| a. Disk/CD format         | <b>\$ 1.80</b>                |                                |   |
| b. Editing fee            | <b>\$ 3.41 per 5 minutes</b>  | 101.14.3060.671.040            |   |



**PUBLIC WORKS DEPARTMENT  
PARKING DIVISION  
Business Unit 5430**

The Parking Division is responsible for the operation and maintenance of the Downtown Parking System. The System includes 15 surface parking lots and two structured parking facilities. Parking revenue includes meter (hourly) and permit fees, leases and special event parking.

| <u>Description</u>      | <u>Current Charges</u>           | <u>Account Credited</u>   | <u>Additional Requirements/Insurance</u>   |
|-------------------------|----------------------------------|---|--|
| Parking Structures      |                                  | All parking related revenues and expenses are administered by ABM<br>Parking Services |  |
| a. First hour           | Free                             |   |  |
| b. Each additional hour |                                  |   |  |
|                         | <b>2nd Hour      61-120</b>      | <b>\$2.00</b>   | Recommendation by Parking Advisory<br>on 11/10/2015 to city commission for<br>resolution to support rate increases |
|                         | <b>3rd Hour      121-180</b>     | <b>\$4.00</b>   |  |
|                         | <b>4th Hour      181-240</b>     | <b>\$5.00</b>   |  |
|                         | <b>5th Hour      241-300</b>     | <b>\$6.00</b>   |  |
|                         | <b>6th Hour      301-360</b>     | <b>\$7.00</b>   |  |
| c. Maximum              | <b>\$8.00/day</b>                |   |  |
| Monthly Permits         | <b>Up to \$100.00/vehicle</b>    |   |  |
| Honor Boxes             | <b>\$0.25/hr</b>                 |   |  |
| Special Events          | <b>\$1.00 to \$10.00/vehicle</b> |   |  |

| <u>Violations</u>                                     | <u>Original Fee</u> | <u>10-20 days</u> | <u>21+ days</u> |
|---|---------------------|-------------------|-----------------|
| Overtime Parking (non-DPD)                            | <b>\$5.00</b>       | <b>\$10.00</b>    | <b>\$15.00</b>  |
| Second ticket during same calendar day                | <b>\$10.00</b>      | <b>\$15.00</b>    | <b>\$20.00</b>  |
| Third and additional tickets during same calendar day | <b>\$15.00</b>      | <b>\$20.00</b>    | <b>\$25.00</b>  |
| Night Parking   | <b>\$5.00</b>       | <b>\$10.00</b>    | <b>\$15.00</b>  |
| Second & subsequent tickets/month(f)                  | <b>\$10.00</b>      | <b>\$15.00</b>    | <b>\$20.00</b>  |
| Taking Two Spaces                                     | <b>\$5.00</b>       | <b>\$10.00</b>    | <b>\$15.00</b>  |
| Parking Against Traffic                               | <b>\$5.00</b>       | <b>\$10.00</b>    | <b>\$15.00</b>  |

**PUBLIC WORKS DEPARTMENT  
PARKING DIVISION  
Business Unit 5430 (continued)**

| <b>Description</b>                         | <b>Current Charges</b> | <b>Account Credited</b> | <b>Additional Requirements/Insurance</b> |
|--|------------------------|-------------------------|--|
| <b>Violations (continued)</b>              | <b>Original Fee</b>    | <b>10-20 days</b>       | <b>21+ days</b>                          |
| Not Parallel to Curb                       | <b>\$5.00</b>          | <b>\$10.00</b>          | <b>\$15.00</b>                           |
| Blocking Crosswalk                         | <b>\$5.00</b>          | <b>\$10.00</b>          | <b>\$15.00</b>                           |
| Blocking Sidewalk                          | <b>\$5.00</b>          | <b>\$10.00</b>          | <b>\$15.00</b>                           |
| Blocking Drive or Alley                    | <b>\$5.00</b>          | <b>\$10.00</b>          | <b>\$15.00</b>                           |
| Restricted Parking(d)                      | <b>\$5.00</b>          | <b>\$10.00</b>          | <b>\$15.00</b>                           |
| Double Parking                             | <b>\$10.00</b>         | <b>\$15.00</b>          | <b>\$20.00</b>                           |
| Obstructing Traffic                        | <b>\$10.00</b>         | <b>\$15.00</b>          | <b>\$20.00</b>                           |
| Bus Stop Zone                              | <b>\$10.00</b>         | <b>\$15.00</b>          | <b>\$20.00</b>                           |
| 15 ft. of Fire Hydrant                     | <b>\$10.00</b>         | <b>\$15.00</b>          | <b>\$20.00</b>                           |
| Parking on Bridge                          | <b>\$10.00</b>         | <b>\$15.00</b>          | <b>\$20.00</b>                           |
| Parking in Fire Lane                       | <b>\$10.00</b>         | <b>\$15.00</b>          | <b>\$20.00</b>                           |
| Blocking Emergency Exits                   | <b>\$10.00</b>         | <b>\$15.00</b>          | <b>\$20.00</b>                           |
| Key in Vehicle Unattended                  | <b>\$5.00</b>          | <b>\$10.00</b>          | <b>\$15.00</b>                           |
| Miscellaneous Violations                   | <b>\$5.00</b>          | <b>\$10.00</b>          | <b>\$15.00</b>                           |
| Front Yard Parking                         | <b>\$10.00</b>         | <b>\$15.00</b>          | <b>\$20.00</b>                           |
| Second and subsequent tickets/bimonthly(g) | <b>\$25.00</b>         | <b>\$30.00</b>          | <b>\$50.00</b>                           |
| Disabled Person Only                       | <b>\$100.00</b>        | <b>\$175.00</b>         | <b>\$250.00</b>                          |
| Commercial Vehicle/Truck Parking           | <b>\$20.00</b>         | <b>\$25.00</b>          | <b>\$30.00</b>                           |
| (e)  |                        |                         |  |
| Second ticket/month(f)                     | <b>\$40.00</b>         | <b>\$50.00</b>          | <b>\$60.00</b>                           |
| Third and additional ticket/month          | <b>\$60.00</b>         | <b>\$75.00</b>          | <b>\$90.00</b>                           |

**PUBLIC WORKS DEPARTMENT  
PARKING DIVISION  
Business Unit 5430 (continued)**

| <u>Description</u> | <u>Current Charges</u> | <u>Account Credited</u> | <u>Additional Requirements/Insurance</u> |
|--------------------|------------------------|-------------------------|--|
|--------------------|------------------------|-------------------------|--|

| Number of Tickets Within a Year | Fine Amount | Fine if Paid by Close of Next Business Day |
|---------------------------------|-------------|--|
| First Ticket                    | Courtesy    |  |
| First Ticket                    | \$5.00      | \$2.00                                     |
| Fourth and Fifth Tickets        | \$10.00     | \$5.00                                     |
| Sixth and Seventh Tickets       | \$25.00     | \$12.00                                    |
| Eighth and Ninth Tickets        | \$50.00     | \$25.00                                    |
| Tenth or More Tickets           | \$100.00    | \$50.00                                    |

**PUBLIC WORKS DEPARTMENT  
RECORDS DIVISION  
Business Unit 4440 (now Organization Set – 591.23.4440)**

The Records Division is responsible for the record information and drawings for water mains, sanitary sewers, and street improvements, water/sewer connections, and construction within the public right-of-way. Connection fees are developed by the Water Division, managed by the Records Division, and submitted to the City Commission for approval.

| <u>Description</u>  | <u>Current Charges</u> | <u>Account Credited</u> | <u>Additional Requirements/Charges</u>   |
|---|------------------------|-------------------------|--|
| <b>Right of Way Permits</b>   |                        | 591.23.4440.632.010     |  |
| Residential/Commercial  |                        |                         |  |
| a. Curb cuts, driveways, etc.   | \$ 65.00each           |                         |  |
| b. Lane/road closures, obstructions   | \$ 105.00each          |                         |  |
| c. Street Cut Penalty   | \$ 1,000.00 each       | 101.26.4450.632.020     |  |
| <b>DPW Document Copies</b>  | \$ 15.00               | 591.23.4440.671.040     |  |
| (Maps 18" X 24" and larger)   |                        |                         |  |
| <b>DPW GIS Map Production</b>   |                        | 591.23.4440.671.040     |  |
| Commissioned DPW GIS Work<br>(Custom map production, analysis,<br>DPW GIS Services) | \$ 50.00/hr            |                         | Production of deliverables that do not<br>currently exist. First print/PDF included<br>(Minimum of one hour, estimate provided.) |
| Printed Maps  | \$15.00/each           |                         | Printing of previously compiled<br>maps/media.<br>(Letter, ledger, 36" or 42" print sizes<br>available)                          |

**PUBLIC WORKS DEPARTMENT  
RECORDS DIVISION  
Business Unit 4440 (now Organization Set – 591.23.4440)**

| <b>Description</b>                         | <b>Current Charges</b>    | <b>Account Credited</b> | <b>Additional Requirements/Charges</b>  |
|--|---------------------------|-------------------------|---|
| <b>Water Service</b>                       |                           |                         |   |
| Installation                               |                           | 591.23.1591.616.230     |   |
| a. Residential (¾" or smaller water meter) | <b>\$ 2,670.00</b>        |                         | Extenuating circumstances may require a T&M fee instead of a flat residential fee         |
| b. Other                                   | <b>Time and materials</b> |                         |   |
| Capacity                                   |                           | 591.23.1591.616.230     |   |
| a. Residential (¾" or smaller water meter) | <b>\$ 425.00</b>          |                         |   |
| b. 1" meter                                | <b>\$ 715.00</b>          |                         |   |
| c. 1 ½ " meter                             | <b>\$ 1,425.00</b>        |                         |   |
| d. 2" meter                                | <b>\$ 2,275.00</b>        |                         |   |
| e. 3" meter                                | <b>\$ 4,260.00</b>        |                         |   |
| f. 4" meter                                | <b>\$ 7,090.00</b>        |                         |   |
| g. 6" meter                                | <b>\$14,185.00</b>        |                         |   |
| h. 8" meter                                | <b>\$22,690.00</b>        |                         |   |
| <b>Sewer Services (Sanitary)</b>           |                           | 591.23.1591.616.230     |   |
| Installation                               |                           |                         |   |
| a. Residential (¾" or smaller water meter) | <b>\$2,670.00</b>         |                         | Certain extenuating circumstances may require a T&M fee instead of a flat residential fee |
| b. Other                                   | <b>Time and materials</b> |                         |   |
| Capacity:                                  |                           | 590.24.1590.615.110     |   |
| a. Residential (¾" or smaller water meter) | <b>\$ 660.00</b>          |                         |   |
| b. 1" meter                                | <b>\$ 1,095.00</b>        |                         |   |
| c. 1 ½ " meter                             | <b>\$ 2,190.00</b>        |                         |   |
| d. 2" meter                                | <b>\$ 3,505.00</b>        |                         |   |
| e. 3" meter                                | <b>\$ 6,565.00</b>        |                         |   |
| f. 4" meter                                | <b>\$10,935.00</b>        |                         |   |
| g. 6" meter                                | <b>\$21,890.00</b>        |                         |   |
| h. 8" meter                                | <b>\$34,035.00</b>        |                         |   |
| <b>Sewer Services (Storm)</b>              |                           |                         |   |
| Installation                               |                           |                         |   |
| a. All                                     | <b>Time and materials</b> | 202.22.1202.671.040     |   |

**TREASURER**  
**Business Unit 2540**

The Treasurer's Office is responsible for the receipting of all funds due the City. The Treasurer also prepare and collects property tax bills, special assessment bills and collects utility bills, dog licenses, parking violations, delinquent personal property tax, City Income Tax and miscellaneous invoices.

| <b>Description</b>                                    | <b>Current Charges</b>     | <b>Account Credited</b>     | <b>Additional Requirements/Charges</b> |
|---|----------------------------|-----------------------------|--|
| Dog/Cat Licenses                                      |                            |                             |  |
| a. Non-neutered                                       | <b>\$ 20.00</b>            | 101.14.3230.452.060         |  |
| b. Neutered   | <b>\$ 3.00</b>             | 101.14.3230.452.060         |  |
| c. Non-neutered/leader dog<br>and Police tracking dog | <b>Free</b>                |                             |  |
| d. Late charges                                       | <b>\$ 2.00</b>             | 101.14.3230.452.060         |  |
| e. Replacement fee                                    | <b>\$ .50</b>              | 101.14.3230.452.060         |  |
| Kennel Licenses                                       |                            |                             |  |
| a. Less than 11 dogs                                  | <b>\$ 10.00/per dog</b>    | 101.14.3230.452.060         |  |
| b. Eleven or more dogs                                | <b>\$ 25.00/per dog</b>    | 101.14.3230.452.060         |  |
| c. Late charge  | <b>Double original fee</b> | 101.14.3230.452.060         |  |
| Bad Checks  | <b>\$ 35.00</b>            | 101.03.2540.671.040         |  |
| Late fee on City<br>miscellaneous invoices            | <b>1.50%/month/maximum</b> | (Invoicing dept. #) 664.090 |  |

**UTILITY BILLING**  
**Business Unit 5570**

The Water Billing Division is responsible for mailing monthly invoices to users of the City's water, sewer and refuse services. In addition, the Division responds to customer needs in areas such as: turn-ons and turn-offs, high bill complaints and payment arrangements.

| <u>Description</u>   | <u>Current Charges</u>        | <u>Account Credited</u> | <u>Additional Requirements/Insurance</u>                                  |
|--|-------------------------------|-------------------------|---|
| Water turn-on charge   | <b>\$60.00</b>                | 591.23.1591.616.010     | Fee charged for any water turn on<br>(new account turn on does not apply) |
| Missed Appointment Fee   | <b>\$30.00</b>                | 591.23.1591.616.010     |   |
| <u>Metering Equipment Charges</u>  | <u>Equipment Cost</u>         | <u>Setting Fee</u>      | <u>Total Charge</u>   |
| a. 5/8" meter  | <b>\$ 79.00</b>               | <b>\$60.00</b>          | <b>\$ 139.00</b>  |
| b. 3/4" meter  | <b>\$ 109.00</b>              | <b>\$60.00</b>          | <b>\$ 169.00</b>  |
| c. 1" meter  | <b>\$ 147.00</b>              | <b>\$60.00</b>          | <b>\$ 207.00</b>  |
| d. 1 1/2 " meter   | <b>\$ 260.00 -- 480.00</b>    | <b>\$60.00</b>          | <b>\$ 320.00 -- 540.00</b>  |
| e. 2" meter  | <b>\$ 371.00 -- 1,229.00</b>  | <b>\$60.00</b>          | <b>\$ 431.00 -- 1,289.00</b>  |
| f. 3" meter  | <b>\$ 678.00 -- 1,540.00</b>  | <b>\$60.00</b>          | <b>\$ 738.00 -- 1,600.00</b>  |
| g. 4" meter  | <b>\$1,028.00 -- 4,527.00</b> | <b>\$60.00</b>          | <b>\$ 1,088.00 -- 4,587.00</b>  |
| h. 6" meter  | <b>\$1,881.00 -- 6,057.00</b> | <b>\$60.00</b>          | <b>\$ 1,941.00 -- 6,117.00</b>  |
| i. 8" meter  | <b>\$2,480.00 -- 8,321.00</b> | <b>\$60.00</b>          | <b>\$ 2,540.00 -- 8,381.00</b>  |
| j. Meter Reading Radio Transmitter   | <b>\$ 64.00</b>               | <b>\$60.00</b>          | <b>\$ 124.00</b>  |
| Call in charge <b>\$ 215.00 per incident</b><br>(Regular Business hours 7:30 a.m. – 4:00 p.m.) |                               | 591.23.1591.616.010     |   |
| Monthly Water Commodity Charge   |                               | 591.23.1591.616.010     | Rate per 100 cubic feet   |
|  | <b>7/1/15 – 6/30/16</b>       |                         |   |
| a. All metered water purchased<br>(0 up to 4,410,000 cf)                                       | <b>\$1.68</b>                 |                         |   |
| b. All metered water purchased<br>(4,410,000 up to 11,000,000 cf)                              | <b>\$0.82</b>                 |                         |   |
| c. All metered water purchased<br>(above 11,000,000 cf)  | <b>\$1.24</b>                 |                         |   |

**UTILITY BILLING**  
**Business Unit 5570 (continued)**

| Description | Current Charges | Account Credited | Additional Requirements/Insurance |
|-------------|-----------------|------------------|-----------------------------------|
|-------------|-----------------|------------------|-----------------------------------|

|  |  |                     |  |
|--|--|---------------------|--|
| Water Readiness Charge – 30 day charge (prorated on bills) |  | 591.23.1591.616.010 |  |
|--|--|---------------------|--|

**7/1/15–6/30/16**

- |                |                                  |  |  |
|----------------|----------------------------------|--|--|
| a. 5/8” meter  | \$ 9.69                          |  |  |
| b. 3/4” meter  | \$ 12.15                         |  |  |
| c. 1” meter    | \$ 17.06                         |  |  |
| d. 1 ½ “ meter | \$ 29.34                         |  |  |
| e. 2” meter    | \$ 44.08                         |  |  |
| f. 3” meter    | \$ 78.48                         |  |  |
| g. 4” meter    | \$127.62                         |  |  |
| h. 6” meter    | \$250.46                         |  |  |
| i. 8” meter    | \$397.87                         |  |  |
| j. 10” meter   | \$569.85                         |  |  |
| k. Over 10”    | Calculated at the time of permit |  |  |

|   |  |                     |  |
|---|--|---------------------|--|
| Fire Sprinkler Charge (by meter size) - monthly |  | 591.23.1591.616.010 |  |
|---|--|---------------------|--|

**7/1/15–6/30/16**

- |              |          |  |  |
|--------------|----------|--|--|
| a. 2” meter  | \$ 7.24  |  |  |
| b. 3” meter  | \$ 13.55 |  |  |
| c. 4” meter  | \$ 22.62 |  |  |
| d. 6” meter  | \$ 45.19 |  |  |
| e. 8” meter  | \$ 72.34 |  |  |
| f. 10” meter | \$103.99 |  |  |
| g. 12” meter | \$149.75 |  |  |

|                     |  |                     |  |
|---------------------|--|---------------------|--|
| Hydrant meter fees: |  | 591.23.1591.616.010 |  |
|---------------------|--|---------------------|--|

| Permitted Hydrant Use   | Security Deposit | Metering Equipment Setting Fee                | Consumption @ 1.5 times Current City of BC rate       | Ready to serve       |
|-------------------------|------------------|---|---|----------------------|
| 1” Metered Garden Hose  | \$300.00         | \$60.00                                       | See rate schedule                                     | Current 1” meter RTS |
| 3” Metered Fire Hose    | \$1,500.00       | \$60.00                                       | See rate schedule                                     | Current 3” meter RTS |
| 3” Daily Unmetered Hose | \$300.00         | \$60.00 Set up and hydrant Operation training | \$65.00 per additional day, not billed on consumption | Not Applicable       |
| 1” Daily Unmetered Hose | \$150.00         | \$60.00 Set up and hydrant Operation training | \$30.00 per additional day, not billed on consumption | Not Applicable       |



**UTILITY BILLING**  
**Business Unit 5570 (continued)**

| <b>Description</b>   | <b>Current Charges</b> | <b>Account Credited</b> | <b>Additional Requirements/Insurance</b> |
|--|------------------------|-------------------------|--|
|  | <b>7/1/15-6/30/16</b>  |                         |  |
| Sewer charge/100 cubic feet  | <b>\$2.57</b>          | 590.24.1590.615.010     |  |
| Sewer Readiness Charge – <u>30 day charge (prorated on bills)</u><br>(inside City and outside City customers billed by City) |                        |                         | 590.24.1590.615.010                      |
|  | <b>7/1/15–6/30/16</b>  |                         |  |
| a. 5/8” meter  | <b>\$ 12.95</b>        |                         |  |
| b. 3/4” meter  | <b>\$ 17.08</b>        |                         |  |
| c. 1” meter  | <b>\$ 25.36</b>        |                         |  |
| d. 1 ½ “ meter   | <b>\$ 46.04</b>        |                         |  |
| e. 2” meter  | <b>\$ 70.85</b>        |                         |  |
| f. 3” meter  | <b>\$128.74</b>        |                         |  |
| g. 4” meter  | <b>\$211.44</b>        |                         |  |
| h. 6” meter  | <b>\$418.20</b>        |                         |  |
| i. 8” meter  | <b>\$666.31</b>        |                         |  |
| j. 10” meter   | <b>\$955.77</b>        |                         |  |
| Sewer Readiness Charge - 30 day charge (prorated on bills)<br>(outside City performing their own billing)                    |                        |                         | 590.24.1590.615.010                      |
|  | <b>7/1/15–6/30/16</b>  |                         |  |
| a. 5/8” meter  | <b>\$ 8.27</b>         |                         |  |
| b. 3/4” meter  | <b>\$ 12.41</b>        |                         |  |
| c. 1” meter  | <b>\$ 20.68</b>        |                         |  |
| d. 1 ½ “ meter   | <b>\$ 41.35</b>        |                         |  |
| e. 2” meter  | <b>\$ 66.16</b>        |                         |  |
| f. 3” meter  | <b>\$124.05</b>        |                         |  |
| g. 4” meter  | <b>\$206.71</b>        |                         |  |
| h. 6” meter  | <b>\$413.52</b>        |                         |  |
| i. 8” meter  | <b>\$661.62</b>        |                         |  |
| j. 10” meter   | <b>\$951.09</b>        |                         |  |
| Monitoring Charge  | <b>\$114.61/sample</b> |                         |  |

**UTILITY BILLING**  
**Business Unit 5570 (continued)**

| <b>Description</b>   | <b>Current Charges</b>  | <b>Account Credited</b> | <b>Additional Requirements/Insurance</b>   |
|--|---|-------------------------|--|
| BOD and Suspended Solids Charges                                 | <b>7/1/15–6/30/16</b>   |                         |  |
| BOD Charge (per pound)   | <b>\$0.2009</b>   |                         |  |
| Suspended Solids Charge (per pound)                              | <b>\$0.2703</b>   |                         |  |
| Sewer Customer Only (no water service)                           |   | 590.24.1590.615.010     | Customer charge is based on 750 cubic feet per month commodity charge, readiness to serve charge (same as outside City performing their own billing for 5/8" meter) and bill processing fee. |
| Bill Processing charge   | <b>7/1/15–6/30/16</b><br><b>\$1.03</b>  |                         |  |
| Garbage Rates (based on 30 days)                                 |   | 596.31.5590.614.010     |  |
|  | <b>7/1/15–6/30/16</b>   |                         |  |
| a. Curb  | <b>\$16.55</b>  |                         |  |
| b. Curb discount   | <b>\$10.53</b>  |                         | Handicapped/senior citizen rate.   |
| c. Backyard  | <b>\$25.69</b>  |                         |  |
| d. Backyard discount   | <b>\$16.32</b>  |                         | Handicapped/senior citizen rate.   |
| Tenant Deposits  |   | 591.241.001             | Per Rules and Regulations, Article 11, General Regulations, Section 4  |
| a. Water   | <b>Three times Ready to Service Charge (per largest meter size presently installed)</b> |                         |  |
| b. Sewer   | <b>Three times Ready to Service Charge (per largest meter size presently installed)</b> |                         |  |
| c. Garbage   | <b>Three times 30 day rate currently in effect</b>                                      |                         |  |
| Return Check or Bank Draft and Credit Card Chargeback/Return Fee | <b>\$35.00</b>  | 591.23.1591.671.050     |  |

# W. K. KELLOGG REGIONAL AIRPORT

## Business Unit 1580

The WK Kellogg Airport serves greater Battle Creek and Southwest Michigan with a 10,003-foot primary runway, a 4,100 foot parallel runway, and a 4,835-foot crosswind runway. Duncan Aviation and Centennial Aircraft Services provide the public with Fixed Base Operator (FBO) services such as fuel, engine maintenance, avionics, etc. Duncan Aviation also provides complete aircraft remanufacturing services, while Waco Classic is an FAA certified aircraft manufacturer. Other major tenants include the Western Michigan University College of Aviation, the FAA Great Lakes Region Flight Inspection Field Office, the Michigan Air National Guard, as well as the Kellogg Corporation.

| <b>Description</b>                                 | <b>Current Charges</b>        | <b>Account Credited</b> | <b>Additional Requirements/Charges</b> |
|--|-------------------------------|-------------------------|--|
| Gross aircraft landing weight fee                  |                               | 580.20.1580.625.010     |  |
| a. Less than 4,000 lbs.                            | <b>Free</b>                   |                         |  |
| b. 4,000 to 7,999 lbs.                             | <b>\$ 15.75</b>               |                         |  |
| c. 8,000 to 12,500 lbs.                            | <b>\$ 31.50</b>               |                         |  |
| d. 12,501 to 18,999 lbs.                           | <b>\$ 42.00</b>               |                         |  |
| e. 19,000 to 24,999 lbs.                           | <b>\$ 57.75</b>               |                         |  |
| f. 25,000 to 39,999 lbs.                           | <b>\$ 78.75</b>               |                         |  |
| g. 40,000 to 54,999 lbs.                           | <b>\$ 99.75</b>               |                         |  |
| h. 55,000 to 69,999 lbs.                           | <b>\$120.75</b>               |                         |  |
| i. 70,000 to 89,999 lbs.                           | <b>\$141.75</b>               |                         |  |
| j. 90,000+ lbs.                                    | <b>\$ 1.81 per 1,000 lbs.</b> |                         |  |
| Fuel flowage fee                                   | <b>\$ .10/gallon</b>          | 580.20.1580.625.020     |  |
| T-hangar key fee                                   | <b>\$ 35.00</b>               | 580.20.1580.671.040     | Includes 2 keys, non-refundable        |
| Additional T-hangar keys                           | <b>\$ 15.00/key</b>           | 580.20.1580.671.040     | Non-refundable                         |
| Airport Badge – New                                | <b>\$ 20.00/badge</b>         | 580.20.1580.625.080     | Non-refundable                         |
| Airport Badge with<br>Driving Privileges – New     | <b>\$ 77.00/badge</b>         | 580.20.1580.625.080     | Non-refundable                         |
| Airport Badge with<br>Driving Privileges – Renewal | <b>\$ 55.00/badge</b>         | 580.20.1580.625.080     | Non-refundable                         |

**W. K. KELLOGG REGIONAL AIRPORT**  
**Business Unit 1580 (continued)**

| <b>Description</b>                            | <b>Current Charges</b> | <b>Account Credited</b> | <b>Additional Requirements/Insurance</b> |
|---|------------------------|-------------------------|--|
| Replace Lost/Stolen Badge –<br>1st occurrence | <b>\$100.00/badge</b>  | 580.20.1580.625.080     | Non-refundable                           |
| Replace Lost/Stolen Badge –<br>2nd occurrence | <b>\$150.00/badge</b>  | 580.20.1580.625.080     | Non-refundable                           |
| Replace Worn out/Damaged Badge                | <b>\$ 15.00/badge</b>  | 580.20.1580.625.080     | Non-refundable                           |

Landing Fee Exemptions: The W. K. Kellogg Airport Management will waive landing fees for the following: based aircraft, military aircraft, and non-profit agencies. Any other requests to waive a landing fee will be determined by Airport Management.

**W. K. KELLOGG REGIONAL AIRPORT**  
**Business Unit 1580 (continued)**

| <b>Description</b>   | <b>Current Charges</b> | <b>Account Credited</b> | <b>Additional Requirements/Insurance</b> |
|--|------------------------|-------------------------|--|
| <b>W.K. Kellogg Airport<br/>T-Hangar Rental Rates</b>  |                        |                         |  |
| A. Slide Door<br>Width – 39’ 9” Depth – 31’ 4”<br>Tail Width – 12’ 5”<br>Hangar #3 & #8 offers extra storage space                                   | <b>\$121.00/month</b>  | 580.20.1580.625.060     | Insurance requirements set by City.      |
| B. Electric Bi-Fold Door<br>Width – 41’ 6” Depth – 32’<br>Tail Width – 20’ 6”<br>Height Clearance – 11’ 11”  | <b>\$153.00/month</b>  | 580.20.1580.625.060     | Insurance requirements set by City.      |
| C. End T-Hangars<br>Dimensions – Same As Above<br>Each Hangar offers extra storage space   | <b>\$169.00/month</b>  | 580.20.1580.625.060     | Insurance requirements set by City.      |
| D. Electric Bi-Fold Door<br>Width – 42’ Depth – 33’<br>Height Clearance – 12’  | <b>\$193.00/month</b>  | 580.20.1580.625.060     | Insurance requirements set by City.      |
| E. Electric Bi-Fold Door<br>Width – 43’ 6” Depth – 38’<br>Tail Width – 21’ 7”<br>Height Clearance – 13’ 11”<br>Hangar #46 offers extra storage space | <b>\$202.00/month</b>  | 580.20.1580.625.060     | Insurance requirements set by City.      |

Lease agreement required.

Insurance requirements determined by the Risk Manager of the City of Battle Creek.

All policies shall name Lessor as an additional insured.